

# Handbook

**Sony CLIÉ™ handheld basic operations**

**Entering data on your Sony CLIÉ™ handheld**

**Exchanging and updating data using the HotSync® operation**

**Customizing your Sony CLIÉ™ handheld (Preferences)**

**Exchanging and updating data using the HotSync® operation (Other HotSync® operations)**

**Using “Memory Stick®” media**

**Beaming**

**Using the calculator and finding records**

**Backing up your Sony CLIÉ™ handheld data**

**Protecting your data with a password**

**Enhancing features with add-on applications**

**Transferring data with another Sony CLIÉ™ handheld**

# CLIÉ™



# Introduction

This “Handbook” explains the basic operations and useful features of your CLIÉ™ handheld.

## When using your CLIÉ handheld for the first time

The basic features and operations are explained in detail (pages 9-52).

### **Sony CLIÉ™ handheld basic operations**

Explains the basic operations of your CLIÉ handheld and how to use the applications.

### **Entering data on your Sony CLIÉ™ handheld**

Explains how to enter data on your CLIÉ handheld.

### **Exchanging and updating data using the HotSync® operation**

Explains how to use your CLIÉ handheld with your computer.

## CLIÉ handheld advanced operations

The useful features and how to make full use of your CLIÉ handheld are explained in detail (pages 53-165).

### **Customizing your Sony CLIÉ™ handheld (Preferences)**

Explains how to customize your CLIÉ handheld in a way that suits you.

### **Exchanging and updating data using the HotSync® operation (Other HotSync® operations)**

Explains the various methods of the HotSync® operations.

### **Using “Memory Stick®” media**

Explains how to use data stored on “Memory Stick” media.

### **Beaming**

Explains how to exchange data with another CLIÉ handheld via beaming.

### **Using the calculator and finding records**

Explains the calculator and how to find records.

### **Backing up your Sony CLIÉ™ handheld data**

Explains how to back up the data of your CLIÉ handheld.

### **Protecting your data with a password**

Explains how to assign a password to restrict the use of your CLIÉ handheld or to protect your data.

### **Enhancing features with add-on applications**

Explains how to install additional applications in your CLIÉ handheld.

### **Transferring data with another Sony CLIÉ™ handheld**

Explains how to transfer data from your CLIÉ handheld to another CLIÉ handheld.

Refer to the following together with this manual.

<b>Read This First (Operating Instructions)</b>
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Read this manual first.
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The manual explains what you need to prepare prior to operating your CLIÉ handheld, basic operations, or supplied applications in your CLIÉ handheld.
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<b>CLIÉ Application Manual (HTML format: Start up on a computer)</b>
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This manual explains how to use the supplied applications in detail.
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For details on using the manual, refer to “Using CLIÉ Application Manual” in “Read This First (Operating Instructions).”
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<b>Troubleshooting Q&amp;A</b>
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This manual helps solve problems that you may encounter while using your CLIÉ handheld.
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<b>Note</b>
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Some of the illustrations in this manual (Handbook) may not be identical to your Sony CLIÉ handheld.

- ➔ For details about your CLIÉ handheld, refer to “Read This First (Operating Instructions).”

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# ***Sony CLIE™ handheld basic operations***

This chapter explains the basic operations of your CLIE handheld, such as using the stylus, using the Jog Dial™ navigator, locating the components and starting the applications.

The chapter also gives an overview of menus that are common to the applications and explains how to select the font of characters.

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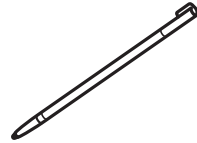
# Basic operations

You can operate your CLIÉ handheld using the stylus and the Jog Dial™ navigator.

## Using the stylus

### What is a stylus?

The stylus refers to the “pen” used for operating your CLIÉ handheld by directly touching the screen.



### Tip

#### Where is the stylus located?

The stylus is stored in your CLIÉ handheld.

The storage location varies depending on your model.

➔ For details, refer to “Sony CLIÉ™ handheld components” in “Read This First (Operating Instructions).”

### Note

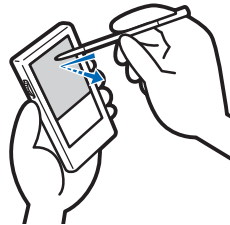
To avoid losing the stylus, always put it back in the holder of your CLIÉ handheld after use.

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You can operate your CLIÉ handheld using the stylus in the following ways.

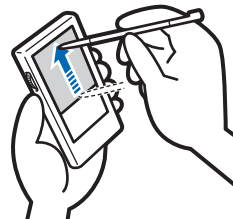
### Tapping

Lightly pressing the desired item on the screen with the stylus is called “Tapping.” When entering data with the on-screen keyboard or starting an application, “tap” the desired button or icon with the stylus.




### Dragging

Touching the desired item on the screen with the stylus and moving it along the screen surface is called “Dragging.” Just as you “drag” the mouse on your computer, use the stylus to “drag” the scroll bar to scroll the screen or “drag” characters to highlight them.




## Using the Jog Dial™ navigator

### Tip

The icon of any application that supports the Jog Dial™ navigator operations is marked with the Jog Dial™ navigator  mark\*.

For applications not supporting the Jog Dial™ navigator operations, you can use the Jog Assist function to enable the Jog Dial™ navigator operations.

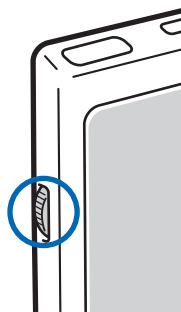
\* The World Alarm Clock icon, PhotoStand icon and CLIE Paint icon do not have the  mark, but support the Jog Dial™ navigator operations.

➔ For details, refer to “Setting the Jog Assist function” on page 72.



### What is the Jog Dial™ navigator?

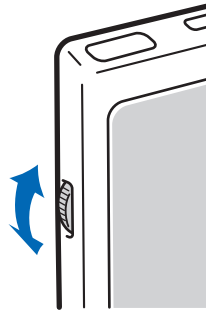
Your CLIE handheld is equipped with a Jog Dial™ navigator, located at the left side of your CLIE handheld, which enables you to perform major operations one-handed, without the stylus.



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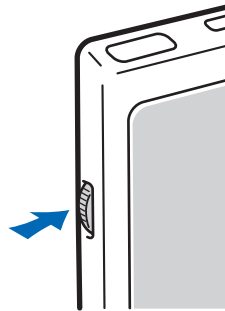
### Rotating the Jog Dial™ navigator

Rotate the Jog Dial™ navigator to select items or to start applications.



### Pressing the Jog Dial™ navigator

Press the Jog Dial™ navigator to select an item or to run a selected application.



#### Note

The operations you can perform by using the Jog Dial™ navigator vary depending on the application.

- ➔ For details on the operations of each application, refer to the “CLIÉ Application Manual” installed in your computer.

#### Tip

#### Rotating while holding down the Jog Dial™ navigator

Some applications support operations executed by pressing and rotating the Jog Dial™ navigator.

# Starting and quitting an application

Software that you can use on your CLIÉ handheld to execute a task, such as **Date Book**, **To Do List** or e-mail software, is called an “application.” You need to start an application to operate your CLIÉ handheld.


## Note

➔ For details on starting applications in “Memory Stick” media, refer to page 112.

There may be some system limitations when you start applications in “Memory Stick” media on the Application Launcher screen.


## Tip

### What is the Application Launcher screen?

The screen displayed by turning on your CLIÉ handheld and tapping the Home  icon is called the Application Launcher screen.

## Starting an application

### Starting an application with the Jog Dial™ navigator

- 1 Tap the Home  icon to display the Application Launcher screen.
- 2 Rotate the Jog Dial™ navigator to select an application you want to start and press the Jog Dial™ navigator.  
The application starts.



## Changing the start-up screen for the Jog Dial™ navigator operation

You can set the Jog Dial™ navigator to display a list of applications on the left side of the Application Launcher screen when you rotate the Jog Dial™ navigator.

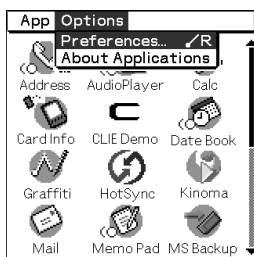
- 1 Tap the Menu  icon on the Application Launcher screen.

The menu is displayed.



- 2 Tap **Preferences** from the **Options** menu.

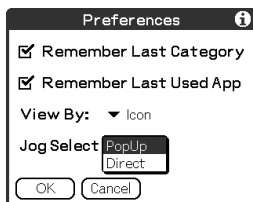
The **Preferences** dialog box is displayed.



Continued on next page



- 3 Tap the arrow ▼ next to **Jog Select** and select **PopUp**.



- 4 Tap **OK**.

When the Jog Dial™ navigator is rotated, the list of applications are automatically displayed on the left side of the Application Launcher screen.



## Starting an application by tapping an application icon

- 1 Tap the Home 🏠 icon to display the Application Launcher screen.

*Continued on next page*

- 2 Tap an icon of the application you want to start.



## Quitting an application

Only one application at a time can be opened and active on your CLIÉ handheld.

There is no need to quit the application because the application will be closed automatically when you start another application. The operation to save data is not required when you quit an application.

All work done while operating an application will be saved automatically when the application is closed. When you restart the application, the last-saved data will be displayed automatically.

### Note

For some applications, you need to quit and save the data of the application.



- ➔ For details, refer to the “CLIÉ Application Manual” installed in your computer.

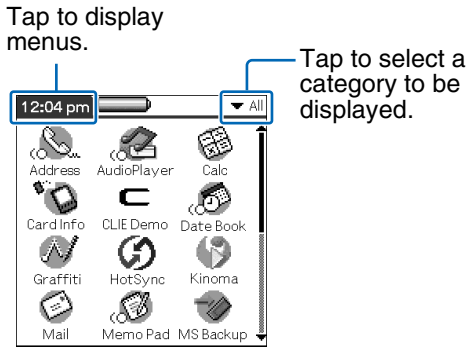
### Tip

You can return to the Application Launcher screen by pressing the BACK button repeatedly.

# Using the Application Launcher screen

## Locating the Application Launcher screen

The screen displayed by turning on your CLIÉ handheld and tapping the Home  icon is called the Application Launcher screen. You can display applications by category by tapping the Home  icon repeatedly. Application icons are displayed by default.



### Changing the display style of the Application Launcher screen

On the Application Launcher screen, you can display applications in the list format or in the small-icon format. You can also set to display your favorite category or the last-used application when the Application Launcher screen is displayed. Application icons are displayed by default.

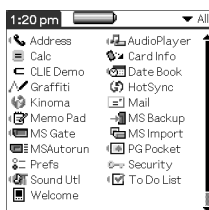
1 Tap the Home  icon.

2 Tap the Menu  icon.

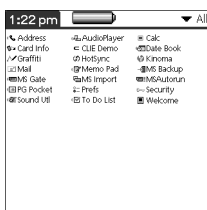
3 Tap **Preferences** from the **Options** menu.

4 Tap the arrow ▼ next to **View By** and select **List**, **List (Small)** or **Icon (Small)**.

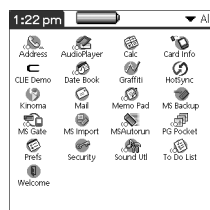
5 Tap **OK**.



List view





List (Small) view



Icon (Small) view

## Setting to display the last-opened category or the last-used application when the Application Launcher screen is displayed

- 1 Tap the Home  icon.
- 2 Tap the Menu  icon.
- 3 Tap **Preferences** from the **Options** menu.
- 4 Tap the **Remember Last Category** or **Remember Last Used App** check box to select.  
The check boxes are selected by default.
- 5 Tap **OK**.

### Note

Applications and categories that are opened by pressing the application buttons are not recognized as the last-used applications.

---

## Displaying applications by category

You can choose to display applications by category on the Application Launcher screen.

### Categorizing applications

---

**1** Tap the Home  icon.

---

**2** Tap the Menu  icon.

---

**3** Tap **Category** from the **App** menu.

---

**4** Tap the arrow ▼ next to each application and select the category.

**Note**


To create a new category, tap the arrow ▼ in the upper right corner of the Application Launcher screen and then tap **Edit Categories** to open the **Edit Categories** dialog box. And tap **New**, enter a category name, and tap **OK**. Tap **OK** again when the new category is added.

---

**5** Tap **Done**.


## Displaying by category

---

1 Tap the Home  icon.

---

2 Perform either one of the following operations.

- Repeatedly tap the Home  icon or repeatedly press the Jog Dial™ navigator to display applications by category.
- Tap the arrow ▼ in the upper right corner of the Application Launcher screen and select a category you want to display.

**Tip**

When you select **All**, all applications are displayed on the Application Launcher screen.

It is useful to select **All** when you start an application with the Jog Dial™ navigator.


# Changing fonts

You can change the font style in applications such as **Date Book** or **Address Book** according to your preferences. A font style can be assigned to each application.

---

**1** Start an application of which you want to change the font style.

---

**2** Tap the Menu  icon.  
The menu is displayed.

---

**3** Tap **Font** from the **Options** menu.  
The **Select Font** dialog box is displayed.



---

**4** Tap the font style you want to use.

---

**5** Tap **OK**.  
The text in the application is displayed in the font style you selected.


## Note

You may not be able to change the font style depending on applications.



# Common menus

The following list describes the functions of each menu that is common for your CLIÉ handheld applications such as **Date Book, Address Book, To Do List, Memo Pad** and **Mail\***.

To display the menu, tap the Menu  icon while operating an application.

For menus that are specific to an application, refer to the descriptions of menus for each application.

\*May not be available on all models.

## Note

Some menus may not be displayed depending on the display style.

## Edit Menu

<b>Undo</b>	Reverses the action of the last edit command. For example, if you used <b>Cut</b> to remove text, <b>Undo</b> restores the text you removed.
<b>Cut</b>	Removes the selected text and stores it temporarily in the memory of your CLIÉ handheld. You can paste the text you cut into a different area of the current application or into other applications.
<b>Copy</b>	Copies the selected text and stores it temporarily in the memory of your CLIÉ handheld. You can paste the text that you copied into a different area of the current application or into other applications.
<b>Paste</b>	Inserts the text that you cut or copied at the selected point. If you did not previously cut or copy text, paste does not work.

*Continued on next page*

<b>Select All</b>	Selects all of the text in the current record or screen. This function enables you to cut or copy all of the text and paste it at the selected point.
<b>Keyboard</b>	Opens the on-screen keyboard.
<b>Graffiti Help</b>	Opens the list of the Graffiti® character strokes. You can view a stroke for a character as needed.

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# ***Entering data on your Sony CLIÉ™ handheld***

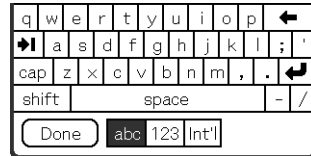
This chapter explains how to enter data on your CLIÉ handheld.

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# Entering data on your Sony CLIÉ™ handheld

## On-screen keyboard (Input panel) (page 29)

Enter data by tapping the keyboard displayed on the screen.



## Graffiti® (page 32)

Enter data using the freehand input characters called Graffiti. Once you get used to entering data using Graffiti, it is much faster than entering data with the on-screen keyboard.



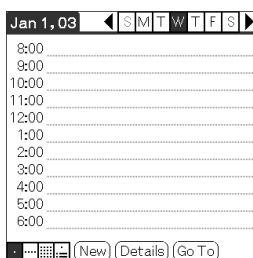
# Practicing entering data using the on-screen keyboard

You can enter data using the stylus of your CLIÉ handheld.

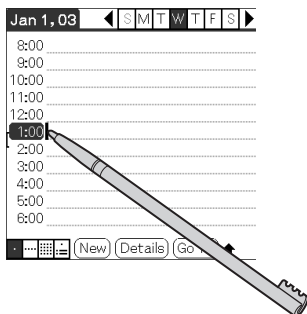
## Entering data

To enter data, software (an application) that is compatible with your CLIÉ handheld is required. Follow the steps below to practice entering data using **Date Book**.

- 1 Tap [Date Book] icon on the Application Launcher screen.  
**Date Book** starts up. Today's schedule is displayed.



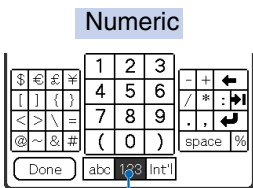
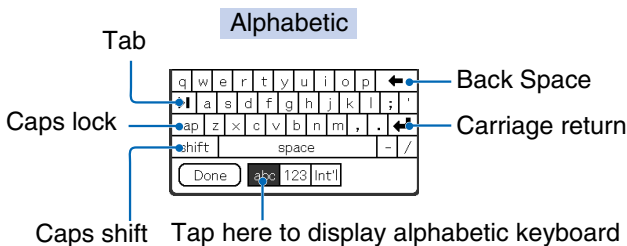
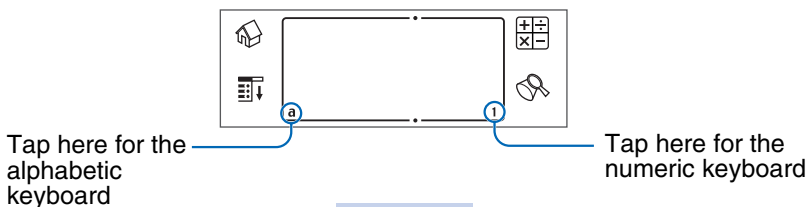
- 2 Tap the time line on the Date Book screen.



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- 3 Tap "a" to open the alphabetic keyboard, or tap "1" to open the numeric keyboard.

The selected keyboard is displayed.



Tap here to display the numeric keyboard



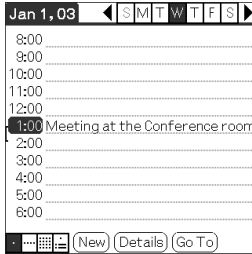
Tap here to display the international keyboard

- 4 Select the desired keyboard and tap the characters to enter text and numbers.

You can use the on-screen keyboard in the same way as in the keyboard of your computer. To enter a capital letter, tap cap and then tap the character button. To delete a character, tap ←.

Continued on next page

- 5 After you finish entering data, tap **Done** to close the on-screen keyboard and the text is placed in the record.



The screenshot shows a calendar application on a handheld device. At the top, it displays 'Jan 1, 03' followed by a navigation bar with icons for days of the week (S, M, T, W, T, F, S). Below this is a list of time slots from 8:00 to 6:00. The 1:00 slot is highlighted and contains the text 'Meeting at the Conference room'. At the bottom of the screen, there is a navigation bar with a grid icon, a '(New)' button, a '(Details)' button, and a '(Go To)' button.

# Using Graffiti® writing to enter data

This section describes the procedure for creating letters, numbers, punctuations and symbols by Graffiti® writing, and teaches you some Graffiti® tips and tricks.

## What is Graffiti® writing?

Most people find that they can enter text quickly and accurately with only minutes of practice. Graffiti writing includes any character you can type on a standard keyboard. The Graffiti strokes closely resemble the upper case letters of the regular alphabet, which makes Graffiti writing easy to learn.



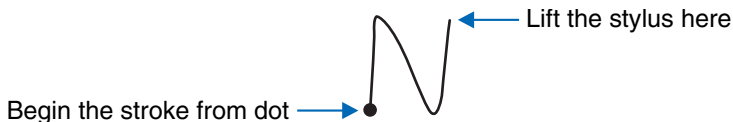
### Entering characters with a single stroke

Most characters require only a single stroke. When you lift the stylus from the Graffiti writing area, your CLIÉ handheld recognizes and displays the text character immediately.

To allow you to write an entire character with a single stroke, some Graffiti strokes are portions of the regular alphabet.

### The dot on each shape shows where to begin the stroke

Certain characters have similar shapes, but different beginnings and end points. Always begin the stroke from the dot.



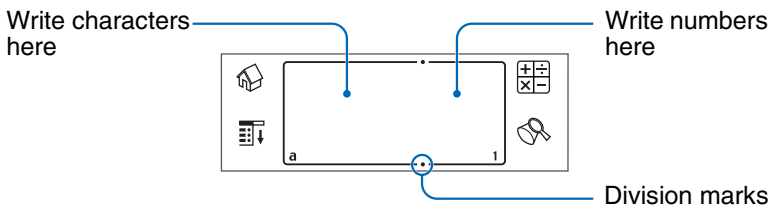
#### Note

You do not need to create the dot; it is only there to show you where to begin the stroke.



## The area for writing characters and numbers are different

The Graffiti writing area is divided into two parts: the left side of the Graffiti writing area is for writing the characters and the right side for writing numbers. The small marks at the top and bottom of the Graffiti writing area separate the two areas.











## Graffiti character list

### Alphabet

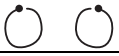
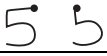








A	Λ	J	j
B	B β	K	κ
C	C	L	L
D	D D	M	m m
E	E	N	N
F	f f	O	O O
G	G G	P	p p
H	h	Q	Q
I	i	R	R R

Continued on next page






## Using Graffiti® writing to enter data

<b>S</b>		<b>W</b>	
<b>T</b>		<b>X</b>	
<b>U</b>		<b>Y</b>	
<b>V</b>		<b>Z</b>	

### Numbers

<b>0</b>		<b>5</b>	
<b>1</b>		<b>6</b>	
<b>2</b>		<b>7</b>	
<b>3</b>		<b>8</b>	
<b>4</b>		<b>9</b>	

### Keyboard symbols

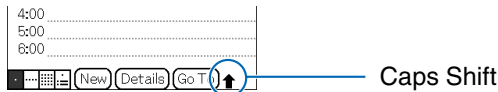
<b>Space</b>		<b>Period</b>	Tap twice
<b>Back Space</b>		<b>Caps Shift</b>	
<b>Carriage Return</b>		<b>Caps Lock</b>	

### Writing capital letters

Shift to caps to write capital letters with the same stroke shapes as the basic alphabet letters.

- To write the first letter of a word as a capital letter

Use the Caps Shift stroke ↓.



To return to lower case letters, use the BackSpace stroke →.

#### Note

When you create a new sentence or a new record (by tapping New or a blank line), the first letter is automatically capitalized.

- To enter only capital letters (Caps Lock)

Use the Caps Lock stroke ↓ ↓.



To return to lower case letters, use the Caps Shift stroke ↓.

### Writing punctuation marks

Tap once on the Graffiti writing area to activate the Punctuation Shift. The next stroke you draw anywhere in the Graffiti area (the characters or numbers side) creates a punctuation mark.




*Continued on next page*


## Using Graffiti® writing to enter data

(.) Period	•	(—) Dash	—
(,) Comma	,	(( ) Left Paren	(
(') Apostrophe	'	( ) Right Paren	)
(?) Question	?	(/) Slash	/
(!) Exclamation	!	(\$) Dollar	\$
(@) At	@	(\ ) Back slash	\
(#) Number	#	{ } Left brace	{
(%) Percent	%	{ } Right brace	}
(^) Circumflex	^	[ ] Left square bracket	[
(&) Ampersand	&	[ ] Right square bracket	]
(*) Asterisk	*	(~) Swung dash	~
(<) Left angle bracket	<	(` ) Grave accent	`
(>) Right angle bracket	>	(;) Semicolon	;
(_) Under bar	_	(:) Colon	:
(") Ditto	"	Tab	␣

### To undo punctuation shift














Draw  (Back Space).

## Writing symbols and extended characters


Make the Symbol Shift stroke  on the Graffiti writing area to activate the Symbol Shift. The next stroke you draw creates a symbol or extended character.



Symbol Shift



(•) Bullet	•	x	
(™) Trademark	™	÷	
(®) Registered	®	=	
(©) Copyrighted	©	(¢) Cent	
(') Left single quotation mark	'	(¥) Yen	
(') Right single quotation mark	'	(£) Pound	
(") Left double quotation mark	"	(€) Euro	
(") Right double quotation mark	"	ı	
(§) Section	§	i	
(°) Degree	°	β	
+	+	μ	
-	-	f	
		ø	







### To undo symbol shift mode

Draw  (Back Space).

## Writing accented characters and non-English characters



To write accented characters, draw the stroke normally used to write the letter, followed by an accent stroke. Graffiti writing then adds the accent to the letter.

To write "é," for example, draw  and then .

à è ì ò ù		á é í ó ú ý	
â ê î ô û		ã õ ñ	
ä ï ö ü ÿ		å	

### To write non-English characters

You can write the following characters without any special punctuation or shifting.

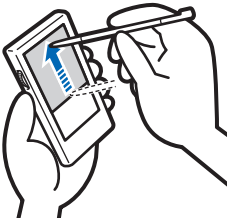
ç		æ	
---	---	---	---

#### Note

You must write these non-English characters on the left side of the Graffiti writing area.

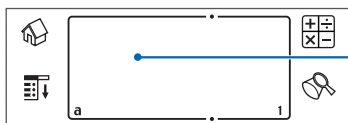
## Displaying the Graffiti Help

Drag the stylus from the bottom of the Graffiti writing area to the top of the screen. The Graffiti Help opens a series of screens that show the complete Graffiti character set.



## Entering characters with Graffiti® Writing

- 1 Tap [Date Book] icon on the Application Launcher screen.  
**Date Book** starts and today's schedule is displayed.
- 2 Tap the time line on the Date Book screen.
- 3 Use the tables on the previous pages to find the stroke shape for a letter you want to write.  
There are two different stroke shapes available for some letters. For those letters, choose the one that is easier for you. You can use the same strokes to write both the upper case and lower case letters.
- 4 Position the stylus in the left side of the Graffiti writing area. Begin your stroke at the dot and draw the stroke shape as it appears in the tables.



Position the stylus

*Continued on next page*



**5** Lift the stylus from the screen at the end of the stroke shape.

When you lift the stylus from the screen, your CLIÉ handheld recognizes your stroke immediately and prints the character at the insertion point on the screen.

As soon as you lift the stylus from the screen, you can begin another stroke for the next character you want to write.

**Note**

You must begin the character strokes in the Graffiti writing area. If you do not draw Graffiti strokes in the Graffiti writing area, your CLIÉ handheld does not recognize them as characters.







**Notes on entering Graffiti® writing**

- Recognition accuracy improves when you draw your strokes that nearly fill in the Graffiti writing area.
- Draw your strokes at natural speed. Drawing too slowly may generate recognition errors.
- Do not draw your strokes on a slant. Vertical strokes should be parallel to the vertical lines of the Graffiti writing area.

## Using Navigation strokes and shortcuts


You can navigate operations within the fields of your applications, such as moving the cursor or quickly entering frequently-used symbols, by using the navigation strokes and shortcuts of Graffiti writing.

### Using Navigation strokes

<b>Move cursor to right</b>	
<b>Move cursor to left</b>	
<b>You can copy or delete data</b> (The options you can select vary depending on the screen you select.)	
<b>Go to the previous field (Address Book only)</b>	
<b>Go to the next field (Address Book only)</b>	
<b>Open Address Record (Address Book only)</b>	

## Using Shortcuts

There are four types of Graffiti Shortcut.

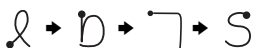
To use a Shortcut, draw the Shortcut stroke  followed by the registered Shortcut characters.

When you draw the Shortcut stroke, the Shortcut symbol appears at the insertion point to show that you are in Shortcut mode.

The following are Graffiti Shortcuts that are registered on your CLIE handheld:

<b>Date stamp</b>	ds	<b>Breakfast</b>	br
<b>Time stamp</b>	ts	<b>Lunch</b>	lu
<b>Date/time stamps</b>	dts	<b>Dinner</b>	di
<b>Meeting</b>	me		

For example, when you enter “dts” using the Graffiti Shortcut, you can enter the current date and time.



**Tip**

You can also create your own Shortcuts (page 84).



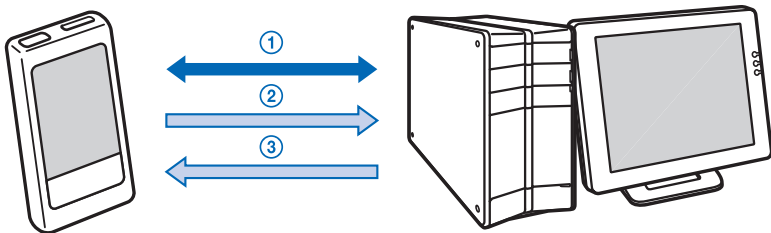
# ***Exchanging and updating data using the HotSync<sup>®</sup> operation***

This chapter explains how to perform the HotSync<sup>®</sup> operation with your computer.

<b>What is the HotSync<sup>®</sup> operation? . . . . .</b>	<b>45</b>
<b>Performing the HotSync<sup>®</sup> operation . . . . .</b>	<b>47</b>
<b>Using the Palm<sup>™</sup> Desktop for CLIE software . . . .</b>	<b>49</b>

# What is the HotSync® operation?

The HotSync® operation is a one-step operation that enables you to synchronize data between your CLIÉ handheld and your computer. With just one press on the HotSync button, you can synchronize data on your CLIÉ handheld with data on the Palm™ Desktop for CLIÉ software of your computer, back up data on your CLIÉ handheld to your computer, and install add-on applications.



## ① Synchronizing data between your CLIÉ handheld and your computer

Synchronizes the data of **Date Book**, **Address Book**, **To Do List** and **Memo Pad** between your CLIÉ handheld and your computer. You can manage the data of multiple CLIÉ handhelds separately using the Palm™ Desktop for CLIÉ software.

## ② Saving backup data to your computer

Automatically makes backup data on your CLIÉ handheld to your computer. If you delete data by accident, if data is deleted by a sudden battery shut-off, or if you need to perform a hard reset, the HotSync® operation allows you to restore the data saved on your computer.

➔ For details on backing up data, refer to page 142.

*Continued on next page*

### Tip

You can also back up data on your CLIÉ handheld to “Memory Stick” media.

➔ For details, refer to “Backing up data to “Memory Stick” media using **Memory Stick Backup**” (page 143).

### ③ Using data created in Microsoft® Windows® applications on your CLIÉ handheld

Imports or exports data between a Windows application in your computer and your CLIÉ handheld.

#### The compatible file formats that you can import/export with the Palm™ Desktop for CLIÉ software

- Comma/Tab delimited (\*.csv, \*.tab, \*.tsv, \*.txt)
- Text file (\*.txt)
- vCal (**Date Book**) file (\*.vcs)
- vCard (**Address Book**) file (\*.vcf)
- Date Book archive of the Palm™ Desktop for CLIÉ software (\*.dba)
- Address Book archive of the Palm™ Desktop for CLIÉ software (\*.aba)
- To Do List archive of the Palm™ Desktop for CLIÉ software (\*.tda)
- Memo Pad archive of the Palm™ Desktop for CLIÉ software (\*.mpa)

\* The words in the parentheses are file extensions. Archive is a unit that gathers associated files.

➔ For details on importing/exporting data, refer to the **Help** menu of Palm™ Desktop for CLIÉ software.

# Performing the HotSync<sup>®</sup> operation

This section explains how to perform the HotSync<sup>®</sup> operation assuming that you have performed all the necessary preparations and installations for your CLIE handheld and your computer.

➔ For details on how to prepare for the HotSync<sup>®</sup> operation, follow the procedure in “Setting up your Sony CLIE™ handheld” in “Read This First (Operating Instructions).”

---

## Performing the HotSync<sup>®</sup> operation with the USB cable (Local HotSync<sup>®</sup>)

Performing the HotSync<sup>®</sup> operation with the USB cable and plug adapter is called a Local HotSync<sup>®</sup>.

- 1** Connect your CLIE handheld to your computer with the USB cable.
- 2** Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The HotSync<sup>®</sup> operation starts.

**Tip**

You can also tap [HotSync] icon to start the HotSync<sup>®</sup> operation.

- 3** Tap the HotSync  icon on the HotSync screen.  
The HotSync<sup>®</sup> operation starts.

When the HotSync<sup>®</sup> operation is complete, the message showing the HotSync<sup>®</sup> completion is displayed on your CLIE handheld.




*Continued on next page*

### Note

Do not remove the USB cable from your CLIE handheld until the HotSync® operation is complete as the Palm™ Desktop for CLIE software may not close normally.

### If the HotSync® operation does not start when you tap the HotSync® icon


Make sure that the HotSync  icon is displayed in the Windows task tray.

If the HotSync  icon is not displayed in the task tray, click **Start**, then select **Programs (All Programs in Windows® XP), Sony Handheld and HotSync Manager**. Check that the HotSync  icon is displayed in the task tray and tap the HotSync  icon on the **HotSync** screen to start the HotSync® operation.

The message is displayed on your computer screen when the HotSync® operation starts.

\* From this point onwards, where Windows XP Home Edition and Windows XP Professional are common, they will both be referred to as Windows XP.

### Notes

- Do not tap the HotSync  icon during the HotSync® operation as it may cause errors and the operation may quit.
- Do not enter the power saving mode during the HotSync® operation. If your computer is turned to the power saving mode during the HotSync® operation, **HotSync Manger** will be forced to quit.

### Tip

#### If you cannot perform the HotSync® operation

Refer to “Troubleshooting Q&A.”



# Using the Palm™ Desktop for CLIÉ software

The Palm™ Desktop for CLIÉ software enables you to view the data, which is transferred from your CLIÉ handheld by the HotSync® operation, on your computer.

Additionally, the Palm™ Desktop for CLIÉ software has the same functions as **Date Book**, **Address Book**, **To Do List** and **Memo Pad** so that you can enter or modify schedules or address data on your computer and export data to your CLIÉ handheld.

---


## Starting the Palm™ Desktop for CLIÉ software

- 1 Double-click [Palm Desktop for CLIÉ] icon on the Windows desktop.  
Or click **Start**, then select **Programs (All Programs** in Windows XP), **Sony Handheld** and **Palm Desktop for CLIÉ**.

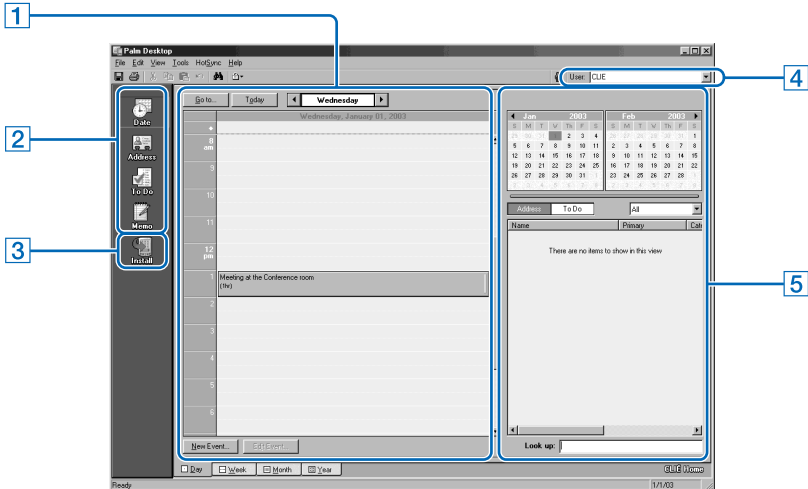
The Palm™ Desktop for CLIÉ software starts.

### Tip

#### To quit the Palm™ Desktop for CLIÉ software

Click the close  button in the upper right corner of the screen or click **Exit** from the **File** menu.

## Locating the Palm™ Desktop for CLIÉ software components



### 1 List pane

Displays the records in the current Desktop application.

### 2 Application Launch bar

Click an icon to open the associated application.

### 3 Install Tool icon

Click this icon to display the **Install Tool** window. You can install applications in your CLIÉ handheld with the HotSync® operation.

➔ For details, refer to “Installing add-on applications” on page 157.

### 4 User selector

Displays the user name of the current information.

Continued on next page

### 5 Record pane

Displays full details of the record that is selected in the List pane. The information displayed here is the same as that displayed on your CLIÉ handheld's **Details** screen.

## Basic operations of the Palm™ Desktop for CLIÉ software

Click an icon of the application you want to use. The screen switches to the selected application screen.

Basic operations of each application are the same as those of the corresponding your CLIÉ handheld application.

- ➔ For details about operations, refer to the Palm™ Desktop online help. To display the online help, select **Palm™ Desktop Help** from the **Help** menu.

### Tip

### Changing the user name of your CLIÉ handheld

- ① In the **Palm™ Desktop for CLIÉ** screen, click **Users** from the **Tools** menu.  
The **Users** window is displayed.
- ② Click a user name you want to change and click **Rename**.
- ③ Enter a new user name and click **OK**.  
Your CLIÉ handheld user name is changed at the next HotSync® operation.

*Continued on next page*

### **When using the Microsoft® Windows® XP operating system**

When you start Palm™ Desktop for CLIÉ software in your computer and select **Custom, File Link, View Log** or **Setup** from the **HotSync Manager shortcut** menu, the configuration window may open behind the Palm™ Desktop for CLIÉ software window.

In this case, bring the configuration window to the front by performing one of the following.

- Press the Alt and Tab keys at the same time.
- Click the HotSync  icon in the Windows task tray.

# ***Customizing your Sony CLIÉ™ handheld (Preferences)***

This chapter explains how to customize your CLIÉ handheld by changing the Preferences settings.

<b>What you can do with Preferences . . . . .</b>	<b>54</b>
<b>Assigning applications to the application buttons . . . . .</b>	<b>56</b>
<b>Customizing the full-screen pen stroke activities . . . . .</b>	<b>57</b>
<b>Assigning applications to the HotSync buttons . . . . .</b>	<b>58</b>
<b>Adding/Changing the modem preferences . . . . .</b>	<b>59</b>
<b>Setting the Date &amp; Time preferences . . . . .</b>	<b>61</b>
<b>Adjusting the Digitizer . . . . .</b>	<b>64</b>
<b>Setting the display format of the time, date and numbers . . . . .</b>	<b>65</b>
<b>Setting the automatic power-off time . . . . .</b>	<b>67</b>
<b>Setting sounds . . . . .</b>	<b>68</b>
<b>Turning the Alarm LED on or off . . . . .</b>	<b>69</b>
<b>Turning the Beam Receive on or off . . . . .</b>	<b>70</b>
<b>Setting the High Resolution Assist function . . . . .</b>	<b>71</b>
<b>Setting the JogAssist function . . . . .</b>	<b>72</b>
<b>Changing the Network preferences . . . . .</b>	<b>74</b>
<b>Creating Graffiti® ShortCuts . . . . .</b>	<b>84</b>

# What you can do with Preferences

The **Preferences** screen enables you to customize the configuration options on your CLIÉ handheld.

Setting options may be added by installing new applications or software for peripheral devices.

Settings	Details
<b>Buttons</b>	Customizes applications assigned to the application buttons and the HotSync button, or the full-screen pen stroke activities. ➔ For details, refer to page 56~58.
<b>Connection</b>	Sets the configuration for the communication device. ➔ For details, refer to page 59.
<b>Date &amp; Time</b>	Sets the current date, time, time zone and daylight saving configurations. ➔ For details, refer to page 61.
<b>Digitizer</b>	Calibrates the screen of your CLIÉ handheld. ➔ For details, refer to page 64.
<b>Formats</b>	Sets the formats for time or date. ➔ For details, refer to page 65.
<b>General</b>	Sets the general configuration such as system sound, LED feature* or auto shut-off interval. *May not be available on all models. ➔ For details, refer to page 67~70.
<b>HiRes</b>	Sets the High Resolution Assist function. ➔ For details, refer to page 71.
<b>Jog</b>	Enables or disables the JogAssist function. ➔ For details, refer to page 72.
<b>Network</b>	Sets the Internet connection configuration. ➔ For details, refer to page 74.
<b>Owner</b>	Sets the owner information such as name or phone number. ➔ For details, refer to page 147.
<b>ShortCuts</b>	Defines a list of Graffiti <sup>®</sup> abbreviations. ➔ For details, refer to page 84.
<b>Web Clipping*</b>	Configures the Internet connection and proxy server settings. *May not be available on all models.

## Tip

For the setting options not mentioned in the list, refer to “Read This First (Operating Instructions).”

### Displaying the Preference screen for each menu

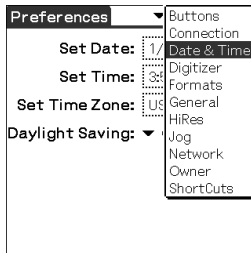
- 1 Rotate the Jog Dial™ navigator to select [Prefs] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **Preferences** screen is displayed.

#### Tip

You can also tap [Prefs] icon to display the **Preferences** screen.

- 2 Tap the arrow ▼ in the upper right corner of the screen and select a **Preferences** menu you want to configure.



# Assigning applications to the application buttons

You can assign your favorite applications to the application buttons on your CLIE handheld.

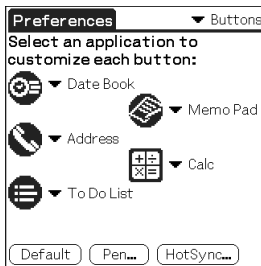
For example, you can assign the To Do List button to start **Calculator**.

The position of the application buttons varies depending on your model.

- ▶ For details, refer to “Sony CLIE™ handheld components” in “Read This First (Operating Instructions).”

- 1 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Buttons**.

The **Buttons Preferences** screen is displayed.



(Default screen)

- 2 Tap the arrow ▼ next to the icon and select an application you want to assign.

The application button is changed to what you assigned.

## To start the original applications

If you have assigned other applications to the buttons, you can start the original applications from the Application Launcher screen.

## To reset to default settings

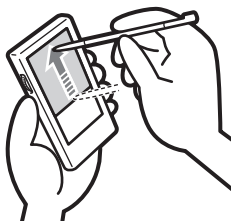
Tap **Default** in step 2.

All application buttons are reset to default.



# Customizing the full-screen pen stroke activities

You can customize the assignment of the full-screen pen stroke.



Drag the stylus from the bottom of the Graffiti writing area to the top of the screen.

By default, the full-screen pen stroke activates the Graffiti® Help.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Buttons**.  
The **Buttons Preferences** screen is displayed.
- 2** Tap **Pen**.  
The **Pen** dialog box is displayed.
- 3** Tap the arrow ▼ next to **Graffiti Help** and select a setting for the full-screen pen stroke.

<b>Backlight</b>	Turns on the backlight of your CLIÉ handheld without using the POWER button.
<b>Brightness</b>	Opens the <b>Adjust Brightness</b> dialog box.
<b>Keyboard</b>	Opens the on-screen keyboard for entering text.
<b>Graffiti Help</b>	Opens a series of screens that show the complete Graffiti character set.
<b>Turn Off &amp; Lock</b>	Turns off and locks your CLIÉ handheld. To start your CLIÉ handheld operation when it is locked, you need to enter the password. (To use the Lock function, you need to enter a password) ➔ For details, refer to “Protecting your data with a password” (page 146).
<b>Beam Data</b>	Beams the current record to another Palm OS PDA.

- 4** Tap **OK**.

# Assigning applications to the HotSync buttons

---

You can assign your favorite applications to the HotSync buttons on the cradle (sold separately) and modem (if a HotSync button is provided).

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Buttons**.  
The **Buttons Preferences** screen is displayed.
- 2** Tap **HotSync**.
- 3** Tap the arrow ▼ next to **HotSync** and select an application you want to assign.
- 4** Tap **OK**.  
The **Buttons Preferences** screen is displayed.  
You can start the selected application by pressing the HotSync button.

# Adding/Changing the modem preferences

You can customize the preference for a modem to be connected to your CLIÉ handheld. The applications using the modem comply with this preference.

- 1 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Connection**.

The **Connection Preferences** screen is displayed.

- 2 Tap **New**.

To change the existing preference, tap the preference you want to change and **Edit**.

- 3 Enter the connection name in **Name**.

Enter a recognizable name.

- 4 Tap the arrow ▼ next to **Connect to** and select how you connect your CLIÉ handheld to your computer.

- 5 Tap the arrow ▼ next to **Via** and select what you use to connect your CLIÉ handheld to your computer.

When you select a modem for **Connect to**

- ① Tap the arrow ▼ next to **Dialing** and select the type of line you want to use.

Usually, select **TouchTone™**.

Do not select **Rotary**, except when you are sure that the telephone service being used is not **TouchTone™**.

- ② Tap the arrow ▼ next to **Volume** and select the volume level of the modem speaker at the time of connection.

- ③ Tap **Details**.

- ④ Tap the arrow ▼ next to **Speed** and select the maximum speed for the transmission between the modem and your CLIÉ handheld.

- ⑤ Tap the arrow ▼ next to **Flow Ctl** and select the flow control of the modem connection.

Usually, select **Automatic**.

*Continued on next page*  
.....

## Adding/Changing the modem preferences

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- ⑥ Enter the modem initialization command in the **Init String**.  
By default, it is set to either **AT&FX4** or **ATZ**. The modem initialization command is not required to be changed unless it is specified on the modem.
- ⑦ Tap **OK**.

### **6** Tap **OK**.

The configuration for the modem is changed and the **Preferences** screen is displayed.

# Setting the Date & Time preferences

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You can set the date, time, time zone and the on/off of daylight savings for your CLIÉ handheld. After you set the local date and time of your home base, you can change the displayed time (for example, during business trips) simply by switching the time zones.

.....

## Setting the date

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Date & Time**.  
The **Date & Time Preferences** screen is displayed.
- 2** Tap **Set Date** box.  
The **Set Date** screen is displayed.
- 3** Tap the each arrow ◀ or ▶ next to the year at the top of the screen to set the year.
- 4** Tap the current month.
- 5** Tap the current date.

### Setting the time

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Date & Time**.  
The **Date & Time Preferences** screen is displayed.
- 2** Tap **Set Time** box.  
The **Set Time** dialog box is displayed.
- 3** Tap the arrow ▼ or ▲ to set the hour.
- 4** Tap the each minute box and tap the arrow ▼ or ▲ to set the minute.
- 5** Tap **AM** or **PM**.
- 6** Tap **OK**.

### ..... Setting the time zone and daylight saving time

#### Setting the time zone

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Date & Time**.  
The **Date & Time Preferences** screen is displayed.
- 2** Tap the **Set Time Zone** field.  
The **Set Time Zone** screen is displayed.
- 3** Select the time zone of your region.
- 4** Tap **OK**.

#### Setting the daylight saving time

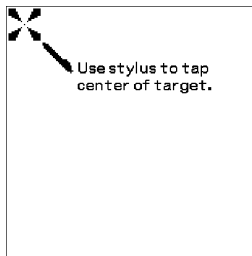
- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Date & Time**.  
The **Date & Time Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **Daylight saving**.
- 3** Tap **On** or **Off**.

# Adjusting the Digitizer

You need to adjust the digitizer when you performed a hard reset, when the tapping operation or scrolling does not work properly, or when you cannot adjust the brightness of the back light or screen contrast.

- 1 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Digitizer**.

The Digitizer calibration screen is displayed.



This Digitizer calibration screen is exactly the same as the screen displayed for the first time you turn on your CLIÉ handheld. Follow the on-screen instructions to adjust the digitizer.

## Tip

Use the stylus perpendicular to the screen to tap targets.



# Setting the display format of the time, date and numbers

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.....

## Selecting a regional default

When you select a region where you use your CLIÉ handheld, the display format of the time, date, week start day, and numbers are adjusted to the regional default. For example, in the United Kingdom, time is expressed using a 24-hour clock; in the United States, time is expressed using a 12-hour clock with an AM or PM suffix.

The regional default is applied to the display formats of all your CLIÉ handheld applications. However, you can customize your own settings for each unit such as time or date.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Formats**.  
The **Formats Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **Preset to** and select a region name.

### ..... **Customizing your own settings for each unit**

You can customize your own settings for the display formats of the time, date, week start day, and numbers. The settings are applied to the display formats of all your CLIÉ handheld applications.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Formats**.  
The **Formats Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **Time** and select a desired format.
- 3** Tap the arrow ▼ next to **Date** and select a desired format.
- 4** Tap the arrow ▼ next to **Week starts** and select **Sunday** or **Monday**.  
This setting is applied to the Day, Week, Month, and Agenda views in **Date Book** and all other applications displaying calendars.
- 5** Tap the arrow ▼ next to **Numbers** and select a desired format.

# Setting the automatic power-off time

---

Your CLIÉ handheld has an automatic power-off feature that turns off your CLIÉ handheld after a period of inactivity to conserve your CLIÉ handheld battery.

You can adjust the time setting for the automatic power-off function.

By default, your CLIÉ handheld will turn off after two minutes of inactivity and will be on while it is connected to the USB cable.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **General**.  
The **General Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **Auto-off After** and select a desired time.  
You can select 30 seconds, 1 minute, 2 minutes or 3 minutes.
- 3** If you want to leave your CLIÉ handheld turned on while it is connected to the AC power adapter or cradle (sold separately), tap the **Stay on in Cradle** check box to select.

# Setting sounds

---

You can adjust the volume level of the system sounds, alarm sounds and game sounds, or turn the sounds off completely.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **General**.  
The **General Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **System Sound** and select a desired volume level or **Off**.  
When the System Sound is turned off, the chime tones associated with the HotSync® operation are also turned off.
- 3** Tap the arrow ▼ next to **Alarm Sound** and select a desired volume level or **Off**.
- 4** Tap the arrow ▼ next to **Game Sound** and select a desired volume level or **Off**.  
The Game Sound setting is only applied to the games programmed to respond to this setting.

## Turning the Alarm LED on or off

---

You can set the CLIÉ handheld to flash its LED at the desired time. If you turn off the Alarm Sound function and turn on the Alarm LED function, you can use the alarm feature without disturbing other people around you.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **General**.  
The **General Preferences** screen is displayed.
- 2** Tap the arrow ▼ next to **Alarm LED** and select **On** or **Off**.

# Turning the Beam Receive on or off

---

Your CLIÉ handheld has a Beam Receive feature that you can turn on and off. When you turn off the Beam Receive function, you cannot receive data via beaming but your CLIÉ handheld battery is conserved. By default, the Beam Receive function is set to **On**.

**1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **General**.

The **General Preferences** screen is displayed.

**2** Tap the arrow ▼ next to **Beam Receive** and select **On** or **Off**.

- **On**: Enables the Beam Receive function.
- **Off**: Disables the Beam Receive function.

# Setting the High Resolution Assist function

You can use the High Resolution Assist function to enable the high resolution display of an application that even does not support the high resolution mode. By default, the High Resolution Assist function is not set.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **HiRes**.  
The **HiRes Preferences** screen is displayed.
- 2** Tap the **Enable High Resolution Assist** check box to select.  
The confirmation dialog box is displayed.
- 3** Tap **OK**.  
The **HiRes preferences** screen is displayed.
- 4** Tap an application(s) that you do not want to display in the high resolution mode in the list box.

## Note

Quit the High Resolution Assist function if the following occurs.

- Performances are largely deteriorated (e.g. game).
- Display is divided into two, characters are distorted, or other operational irregularities occur.

# Setting the JogAssist function

You can set the Jog Dial™ navigator to operate third-party applications that are not designed to use the Jog Dial™ navigator operations. The JogAssist function enables you to perform the following operations.

- You can scroll the screen with the Jog Dial™ navigator.
- You can select an item from the PopUp list with the Jog Dial™ navigator.
- You can move back and forth between screens with the BACK button.

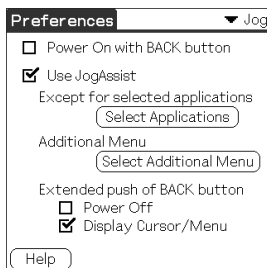
You can also set the BACK button to turn on or off your CLIÉ handheld when the BACK button is kept pressed.

## Notes

- The operations activated by the JogAssist function may differ depending on the application you use.
- In some applications with the Jog Dial™ navigator mark, part of operations may differ when the JogAssist function is activated and not activated.

- 1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Jog**.

The **Jog Preferences** screen is displayed.



- 2** Tap the **Use JogAssist** check box to clear the selection when you do not want to use the JogAssist function.

- 3** To set to turn on your CLIÉ handheld by keeping the BACK button pressed, tap the **Power On with BACK button** check box to select.

You need to keep the BACK button pressed for several seconds to turn on your CLIÉ handheld.

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- 4** To set to turn off your CLIÉ handheld by keeping the BACK button pressed, tap the **Power Off** check box to select. The Jog Dial™ navigator settings are changed.

**Tip**

By default, the selections of **Use JogAssist** and **Display Cursor/Menu** are selected, and **Power On with BACK button** and **Power Off** are not selected.

# Changing the Network preferences

## Note

For the settings specific to each peripheral device, refer to the manual of each peripheral device.

---

## Selecting a service template

You can customize the Service setting to select the service template for your Internet Service Provider or a dial-in server.

- 1 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Network**.  
The **Network Preferences** screen is displayed.
- 2 Tap the arrow ▼ next to **Service** and select the service template (Internet Service Provider name) you want to use.

## Tips

- To add a new service template, select **New** from the **Service** menu.  
If the Internet Service Provider name you want to use is not displayed in the list, tap the area showing the service template, or select **New** from the **Service** menu, and enter the new Internet Service Provider name.  
You can create multiple service templates for your Internet Service Provider. You need to name them so that those service templates are uniquely identified, such as “So-net1” and “So-net2.” It is useful for creative use of your Internet Service Provider by access point or setting.
- When you want to copy an existing service template without changing, select **Duplicate** from the **Service** menu.

### ..... **Entering a user name**

The User Name setting identifies a name you use when you log into your Internet Service Provider or dial-in server.

- 1** On the **Network Preferences** screen, tap **User Name** field.
- 2** Enter your user name.

#### **Notes**

- Although this field can contain multiple lines of text, only two lines appear on the screen.
- Most dial-in servers do not accept spaces in the user name.

### ..... **Entering a password**

The Password box identifies a password you use to log into your server or ISP. Your entry in this field determines whether your CLIÉ handheld prompts you to enter a password each time you log into your network:

- If you do not enter a password, your CLIÉ handheld displays the word **-Prompt-** in this field and asks you to enter a password during the log-in procedure.
- If you enter a password, your CLIÉ handheld displays the word **-Assigned-** in this field and does not prompt you to enter a password during the log-in procedure.

#### **Note**

If you are concerned about security, select the Prompt option and do not enter a password.

- 1** On the **Network Preferences** screen, tap the **Password** field.
- 2** Enter a password you use to log into your server.
- 3** Tap **OK**.  
The **Password** field updates to display the word **-Assigned-**.

### ..... **Selecting a connection**

Use the Connection setting to select a method you want to use to connect to your Internet Service Provider or a dial-in server.

- 1** On the **Network Preferences** screen, tap the arrow ▼ next to **Connection** and select **Standard Modem**.

### ..... **Adding telephone settings**

When you select the **Phone** field, your CLIE handheld opens a screen in which you define the telephone number you use to connect with your ISP or dial-in server. In addition, you can also define a prefix, disable Call Waiting, and give special instructions for using a calling card.

#### **Note**

The **Phone Setup** screen works correctly for **AT&T** and Sprint long- distance services. However, because MCI works differently, MCI customers need to put the calling card number in the **Phone #** field and the phone number in the **Use calling card** field.

- 1** On the **Network Preferences** screen, tap the **Phone** field. The **Phone Setup** screen is displayed.
- 2** Enter the phone number for your ISP or dial-in server in the **Phone #** field.
- 3** Change the following settings if necessary:
  - ① Enter the telephone number used to access the modem.  
If necessary, enter a dial prefix (such as “9”) to access an outside line, and select the **Dial prefix** check box. You can enter a comma in the field to introduce a “pause” in the dialing sequence. Each comma equals a two second pause.
  - ② If the phone line you are using for your CLIE handheld has Call Waiting, select the **Disable call waiting** check box to avoid an interruption during the modem HotSync® operation.

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### Note

Each telephone company assigns a code to disable Call Waiting. Contact your local telephone company for the code that you need.

- ③ If you want to use a calling card to place the call, select the **Use calling card** check box and enter the calling card number.

### Tip

There is usually a delay before you enter your calling card number. Consequently, add at least three commas before your calling card number to compensate for the delay.

- 4 Tap **OK**.

## ..... Adding detailed information to a service template

When you are using one of the predefined service templates, you probably need to enter your user name and telephone number only. When you are creating a new service template, you may need to provide additional information to your ISP or dial-in server. Use the **Details** screen to add additional information to a selected service template.

### To select a connection type

- 1 On the **Network Preferences** screen, tap **Details**.  
The **Details** screen is displayed.
- 2 Tap the arrow ▼ next to **Connection type** and select one of the following connection types.
  - **PPP**: Point-to-Point Protocol
  - **SLIP**: Serial Line Internet Protocol
  - **CSLIP**: Compressed Serial Line Internet Protocol

### Tip

If you are not sure, try PPP; if that does not work, ask your Internet Service Provider or your System Administrator for the correct connection type.


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- 3** Tap the arrow ▼ next to **Idle timeout** and select one of the following options.
  - **1 Minute:** Waits one minute before dropping the connection when you open another application that does not use the network. **1 Minute** is assigned by default.
  - **2 Minutes:** Waits two minutes.
  - **3 Minutes:** Waits three minutes.
  - **Never:** Keeps your PPP or SLIP connection until you turn off your CLIÉ handheld.  
Note that this option will be more costly than others.
  
- 4** Tap the **Query DNS** check box to clear.
  
- 5** Enter the IP address for the Primary and Secondary DNS (Domain Naming System).  
Ask your Internet Service Provider or System Administrator for the correct Primary or Secondary DNS IP numbers.
  
- 6** If you need to enter the IP address for your CLIÉ handheld, tap the **IP Address** check box to clear the selection and display a permanent IP address field below the check box. Normally, you do not have to enter this IP address. If you are not sure, select Automatic and go to step 8.
  
- 7** Enter the IP address for your CLIÉ handheld.  
Ask your Internet Service Provider or System Administrator for the correct IP address.
  
- 8** Tap **OK**.

### ..... Creating additional service templates


You can create additional service templates from scratch or by duplicating existing templates and editing the information. After you create a new or duplicate template, you can add and edit settings.

#### To duplicate an existing service template

- 1** On the **Network Preferences** screen, tap the arrow ▼ next to **Service** and select the predefined service template you want to duplicate.
- 2** Tap the Menu  icon.
- 3** Tap **Duplicate** from the **Service** menu.  
A copy of the service template (**The name of an original service template + Copy**) is added to the drop-down list for the Service field.

#### To delete a service template

You can delete an existing service template.

- 1** On the **Network Preferences** screen, tap the arrow ▼ next to **Service** and select the predefined service template you want to delete.
- 2** Tap the Menu  icon.
- 3** Tap **Delete** from the **Service** menu.  
The **Delete Service** dialog box is displayed.
- 4** Tap **OK**.  
The selected service template is deleted.  
If you want to cancel deleting, tap **Cancel**.

### Creating Log-in Scripts

A log-in script is a series of commands that automates logging in to a network server, such as your corporate network or your Internet Service Provider (ISP). You can also use non-ASCII characters or literal characters for log-in scripts.

➔ For details, refer to “Non-ASCII Characters for Log-in Scripts” on page 82.

#### Note

Depending on the type of communication adapter (sold separately), there may be cases when there is no need to create a log-in script.

➔ For details on accessories that are not supplied, refer to “Read This First (Operating Instructions).”

#### 1 On the **Network Preferences** screen, tap **Details**.

The **Details** screen is displayed.

#### 2 Tap **Script**.

The **Log in Script** screen is displayed.

#### 3 Tap the arrow ▼ next to **End** and select one of the following commands.

When the command requires additional information, a field appears to the right of it for you to enter the information.

<b>Wait For</b>	Tells your CLIÉ handheld to wait for specific characters from the TCP/IP server before executing the next command.
<b>Wait For Prompt</b>	Detects a challenge-response prompt coming from the server and displays the dynamically generated challenge value. It then enters the challenge value into your token card, which in turn generates a response value for you to enter on your CLIÉ handheld. This command takes two arguments, separated by a vertical bar (!) on the input line.
<b>Send</b>	Transmits specific characters to the TCP/IP server to which you are connecting.
<b>Send CR</b>	Transmits a carriage return or LF character to the TCP/IP server to which you are connecting.
<b>Send User ID</b>	Transmits the User ID information entered in the User ID field of the <b>Network Preferences</b> screen.

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## Changing the Network preferences

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<b>Send Password</b>	Transmits the password entered in the Password field of the <b>Network Preferences</b> screen. If you did not enter a password, this command prompts you to enter one. The Password command is usually followed by a Send CR command.
<b>Delay</b>	Tells your CLIÉ handheld to wait a specific number of seconds before executing the next command in the log-in script.
<b>Get IP</b>	Reads an IP address and uses it as the IP address for your CLIÉ handheld. This command is used with SLIP connections.
<b>Prompt</b>	Opens a dialog box and prompts you to enter text of some kind (for example, a password or a security code).
<b>End</b>	Identifies the last line in the log-in script.

**4** Repeat step 3 until the log-in script is complete.

**5** Tap **OK**.  
The **Details** screen is displayed.

**6** Tap **OK**.  
The **Network Preferences** screen is displayed.

### Non-ASCII Characters for Log-in Scripts

The following information enables you to create a custom log-in script that require non-ASCII characters. It is provided for advanced users who understand the use and requirements of such characters in a custom log-in script.

#### Use of ^char

You may use the caret (^) to transmit ASCII command characters. If you send ^char, and the ASCII value of character is between @ and \_, then the character is automatically translated to a single-byte value between 0 and 31.

For example, ^M is converted to a carriage return.

If the character is a value between A and Z, then the character sequence is translated to a single-byte value between 1 and 26. If the character is any other value, then the character sequence is not subject to any special processing. For example, the string “Joe^M” transmits Joe, followed by a carriage return.

#### Carriage return and line feed

You may include carriage return and line feed commands as part of the log-in script, when they are entered in the following format.

- **<cr>** : Sends or receives a carriage return
- **<lf>** : Sends or receives a line feed

For example, the string “waitfor Joe<cr><lf>” waits to receive Joe followed by a carriage return and line feed from the remote computer before executing the next command in the script.

#### Literal characters

The backslash (\) character defines that the next character is transmitted as a literal character, and is not subject to any special processing ordinarily associated with that character.

Examples:

- **\^** : Includes a caret as part of the string
- **\<** : Includes a < as part of the string
- **\\** : Includes a backslash as part of the string

### ..... Using the Network preferences menus

This section describes the menu commands specific to the network preferences. For the menu commands that are common for the CLIÉ handheld applications, refer to “Common menus” on page 25.

#### Service menus

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<b>New</b>	Creates a new service template.
<b>Delete...</b>	Deletes the current service template.
<b>Duplicate</b>	Duplicates the current service template.

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#### Options menus

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<b>View Log</b>	Displays the <b>Network Log</b> that lists the history of your Internet connection. Tap <b>Done</b> to close the <b>Network Log</b> screen.
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# Creating Graffiti® ShortCuts

You can create abbreviations (ShortCuts) for entering text with Graffiti® writing.

➔ For details on how to use Graffiti® ShortCuts, refer to “Using Shortcuts” on page 43.

**1** Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **ShortCuts**.

The **ShortCuts Preferences** screen is displayed.

**2** Tap **New**.

The **ShortCut Entry** dialog box is displayed.

**3** Enter the ShortCut name and an abbreviation (character string).

**4** Tap **OK**.

The new ShortCut is created and displayed in the list of ShortCuts.

## To Edit a ShortCut

**1** Tap a ShortCut you want to edit and tap **Edit**.

**2** Edit the ShortCut name or the abbreviation (character string) and tap **OK**.

## To Delete a ShortCut

**1** Tap a **ShortCut** you want to delete and tap **Delete**.

The confirmation dialog box is displayed.

**2** Tap **Yes**.

The selected ShortCut is deleted.

# ***Exchanging and updating data using the HotSync<sup>®</sup> operation (Other HotSync<sup>®</sup> operations)***

This chapter explains how to perform the different methods of the HotSync<sup>®</sup> operations other than the local HotSync<sup>®</sup> operation using the USB cable and plug adapter, giving you broader usage of the HotSync<sup>®</sup> operations such as performing the HotSync<sup>®</sup> operation via a modem without being at your home.


<b>Customizing the HotSync<sup>®</sup> application settings (Conduit) . . . . .</b>	<b>86</b>
<b>Synchronizing with external data (File Link) . . .</b>	<b>88</b>
<b>Customizing HotSync<sup>®</sup> Manager start-up and HotSync<sup>®</sup> setup options . . . . .</b>	<b>89</b>
<b>Performing the IR HotSync<sup>®</sup> operation . . . . .</b>	<b>90</b>
<b>Performing the HotSync<sup>®</sup> operation via a modem . . . . .</b>	<b>93</b>
<b>Performing the HotSync<sup>®</sup> operation via a network . . . . .</b>	<b>99</b>
<b>Performing the HotSync<sup>®</sup> operation via LAN (LANSync) . . . . .</b>	<b>104</b>

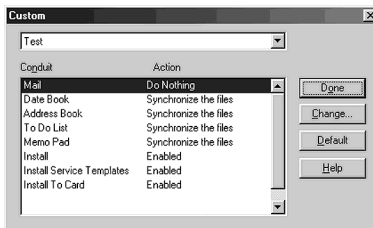
# Customizing the HotSync® application settings (Conduit)

The programs handling data of each application during the HotSync® operation are called “conduit.”

For each application, you can define a set of options that determine how data is handled during synchronization. By default, the HotSync® operation synchronizes all data between your CLIÉ handheld and the Palm™ Desktop for CLIÉ software.

In addition to the conduits for **Date Book**, **Address Book**, **To Do List** and **Memo Pad**, the Palm™ Desktop for CLIÉ software offers System and Install conduits. The System conduit backs up the system information stored on your CLIÉ handheld. The Install conduit installs add-on applications to your CLIÉ handheld. You can select them as needed.

- 1 Click the HotSync  icon in the Windows task tray and select **Custom** from the **HotSync Manager Shortcut** menu. You can also select **Custom** from the **HotSync** menu of the Palm™ Desktop for CLIÉ software. The **Custom** window is displayed.

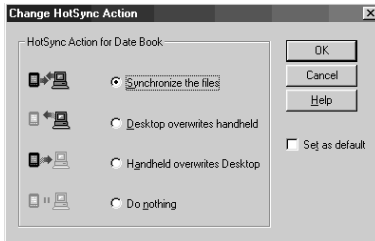


- 2 Select the user name you are using on your CLIÉ handheld from the list at the top.
- 3 Select a conduit in the Conduit list.

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### 4 Click **Change**.

The **Change HotSync Action** window is displayed.



### 5 Click to select one of the following:

- Synchronize the files
- Desktop overwrites handheld
- handheld overwrites Desktop
- Do nothing

### 6 Click **OK**.

### 7 Repeat step 2 through 6 to customize conduit settings for other applications (or other users).

### 8 Click **Done**.

The conduit setting is changed.

#### Notes

- The conduit setting is applied only to the next HotSync® operation. Thereafter, the HotSync Actions revert to their default. To create a new default, in step 5, select the **Set as default** check box.
- To restore the default, click **Default** in the **Custom** window.

# Synchronizing with external data (File Link)

---

You can synchronize Address Book or Memo Pad data on your CLIÉ handheld with external files such as Address Book data on your computer (File Link).

HotSync® Manager stores the file data on your computer in a separate category of your Palm™ Desktop for CLIÉ software and your CLIÉ handheld. You can set the File Link feature to start synchronization only when the external file has been updated.


## The compatible file formats that you can synchronize with File Link

- Comma delimited (\*.csv)
- Memo Pad archive of the Palm™ Desktop for CLIÉ software (\*.mpa)
- Address Book archive of the Palm™ Desktop for CLIÉ software (\*.aba)
- Text file (\*.txt)

➔ For details on how to set up File Link, refer to the online help of the Palm™ Desktop for CLIÉ software.



# Customizing HotSync<sup>®</sup> Manager start-up and HotSync<sup>®</sup> setup options

- 1** Click the HotSync  icon in the Windows task tray and select **Setup** from the **HotSync Manager shortcut** menu. The **Setup** window is displayed.
- 2** Click the **General** tab and select a setting as needed. If you are not sure which option to use, select **Always available**.
  - **Always available:** Starts the HotSync<sup>®</sup> Manager when Windows starts. This allows you to perform the HotSync<sup>®</sup> operation even when the Palm<sup>™</sup> Desktop for CLIE<sup>®</sup> software is not running.
  - **Available only when the Palm<sup>™</sup> Desktop is running:** Starts the HotSync<sup>®</sup> Manager when you start the Palm<sup>™</sup> Desktop for CLIE<sup>®</sup> software.
  - **Manual:** Starts the HotSync<sup>®</sup> Manager only when you select **HotSync Manager** from the Windows **Start** menu.
- 3** Click the **Local** tab and adjust the setting for the connection between your CLIE<sup>®</sup> handheld and your computer as needed.
  - **Serial port:** Specifies the computer port that is used for the HotSync<sup>®</sup> operation. Note that the serial port for the HotSync<sup>®</sup> operation cannot be shared with the port for modem.
  - **Speed:** Determines the speed at which data is transferred. Try the **As Fast As Possible** rate first, and adjust downward if you have any problems. You do not need to set the speed when you perform the HotSync<sup>®</sup> operation with the supplied USB cable and plug adapter.
- 4** Click the **Modem** tab and select the setting for the modem as needed.
  - For details, refer to “Performing the HotSync<sup>®</sup> operation via a modem” on page 93.
- 5** Click the **Network** tab and select the setting for the network as needed.
- 6** Click **OK** to finish.

# Performing the IR HotSync® operation

You can use the IR (infrared) port of your CLIÉ handheld supporting the IrDA (Infrared Data Association) standard to perform the IR HotSync® operation with a computer equipped with an IR port. The IR HotSync® operation enables you to perform the HotSync® operation without using the USB cable and plug adapter.

## Prior to performing the IR HotSync® operation

Verify the following.

- Your computer is equipped with an IR port supporting the IrDA standard.
- The IR port of your computer is enabled for Windows operating system use.
- Check the port number allocated to the IR port.


The IR port number is available in the **Infrared Monitor** in the **Control Panel**.

For details about the Infrared Monitor, refer to the manual of your computer or the Windows online help.


## Preparing your computer

To perform the IR HotSync® operation, you need to allocate a virtual port for the IR HotSync® operation.


### For Windows 2000 Professional/Windows XP

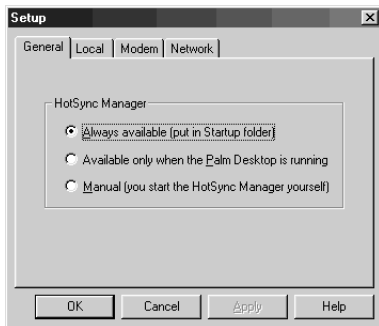
- 1 Click the HotSync  icon in the Windows task tray and select **IR** from the **HotSync Manager shortcut** menu.  
The IR HotSync® operation is enabled.

### For Windows 98 Second Edition/Me

- 1 Click the HotSync  icon in the Windows task tray and select **Local Serial** from the **HotSync Manager shortcut** menu.

*Continued on next page*  
.....

- Click the HotSync  icon in the Windows task tray again and select **Setup** from the **HotSync Manager shortcut** menu.  
The **Setup** window is displayed.



- Click the **Local** tab.
- Adjust the following settings as needed.
  - **Serial port**: Specifies a virtual port for an infrared port. If you are not sure of the connection port, refer to the **Infrared Monitor** in the Windows **Control Panel**.
  - **Speed**: Determines the speed at which data is transferred. Try the **As Fast As Possible** rate first, and adjust downward if you have any problems.
- Tap **OK**.  
The IR HotSync® operation is enabled.

### Note

When performing the local HotSync® operation with the USB cable and plug adapter after you set for the IR HotSync® operation, you need to restore the local HotSync settings.

➔ For details, refer to “To restore the local HotSync settings” on page 92.

*Continued on next page*

### Performing the IR HotSync® operation

You can perform the IR HotSync® operation when you have prepared your computer setting, CLIÉ handheld setting and Conduit Setup.

- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **HotSync** screen is displayed.

#### Tip

You can also tap [HotSync] icon to display the **HotSync** screen.

- 2 Tap **Local**.
- 3 Tap the arrow ▼ and select **IR to a PC/Handheld**.
- 4 Point the IR port of your CLIÉ handheld directly at the IR port of your computer.

For best results, your CLIÉ handheld and your computer should be 4 to 8 inches (approximately 10 to 20 centimeters) apart, and the path between your CLIÉ handheld and your computer must be unobstructed.


- 5 Tap the HotSync  icon.

The HotSync® operation starts.

The message will be displayed to note that the HotSync® operation is complete.

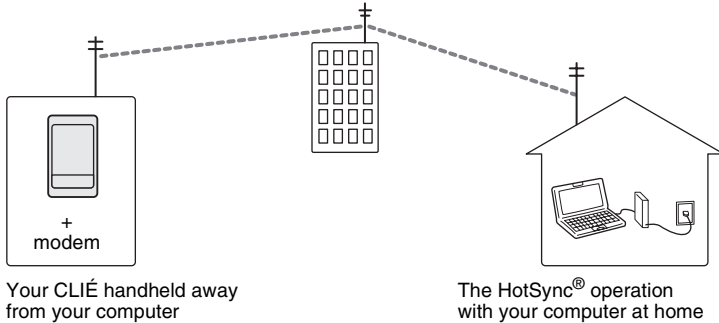
### To restore the local HotSync settings

When performing the local HotSync® operation with the USB cable and plug adapter after you set for the IR HotSync® operation, you need to restore the local HotSync settings.

- 1 Connect your CLIÉ handheld and your computer.
- 2 Click the HotSync  icon in the Windows task tray and select **Local USB** from the **HotSync Manager shortcut** menu.

# Performing the HotSync® operation via a modem

You can perform the HotSync® operation via a modem when you are away from your computer.



## Notes

- For the first HotSync® operation, you need to perform the local HotSync® operation using the USB cable and plug adapter (page 47).
- It may take some time to complete the HotSync® operation via a modem. To shorten the time required to synchronize data with a modem, define the files and/or applications you synchronize with the modem HotSync® operation in advance. For details, refer to “Selecting the conduits for the modem HotSync® operation” on page 97.



## Prior to performing the HotSync® operation via a modem

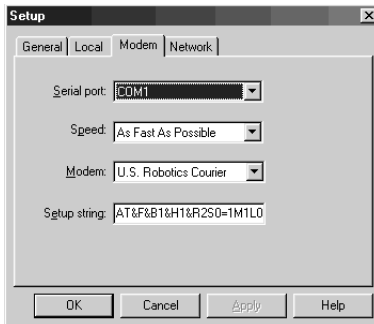
Verify the following.

- A modem or terminal adapter (TA) is connected to your computer.
- The Palm™ Desktop for CLIÉ software is properly configured for use with the modem.
  - ➔ For details, refer to “Customizing HotSync® Manager start-up and HotSync® setup options” on page 89.

### Preparing your computer

To perform the HotSync® operation via a modem, you need to follow the steps below to set your computer to receive a call from your CLIÉ handheld.

- 1 Verify the following.
  - The modem is connected to your computer and both the modem and computer are turned on.
  - No communication applications, such as fax or telephone software, are running on the COM port.
  - The computer is disconnected from the Internet.
- 2 Click the HotSync  icon in the Windows task tray and select **Modem** from the **HotSync Manager shortcut** menu.
- 3 Click the HotSync  icon in the Windows task tray again and select **Setup** from the **HotSync Manager shortcut** menu.  
The **Setup** window is displayed.
- 4 Click the **Modem** tab.



*Continued on next page*

- 5** Adjust the following settings as needed.
  - **Serial port:** Specifies the port for the modem. If you are not sure of the port settings, check the **Modem Properties (Phone and Modem Options)** for Windows 2000 Professional/XP in the Windows **Control Panel**.
  - **Speed:** Determines the speed at which data is transferred. Try the **As Fast As Possible** rate first, and adjust downward if you have any problems.
  - **Modem:** Specifies the modem type or manufacturer. If you are not sure of your modem type or if you cannot find your modem type in the list, select **Hayes Basic**.
  - **Setup string:** Identifies the setup string for your modem automatically if you specify the modem type or manufacturer. If it does not work properly, refer to the manual of your modem.
  
- 6** Click **OK**.

### Preparing your CLIÉ handheld

Follow the steps below to set up your CLIÉ handheld for the modem HotSync® operation.

- 1** Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **HotSync** screen is displayed.


#### Tip

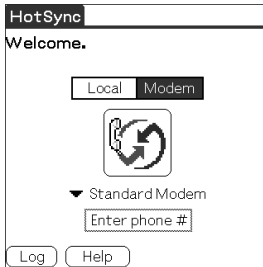
You can also tap [HotSync] icon to display the **HotSync** screen.

- 2** Tap **Modem**.

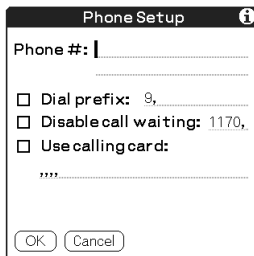
*Continued on next page*  
.....

## Performing the HotSync® operation via a modem

- 3 Tap the arrow ▼ beneath the HotSync  icon and select a modem.



- 4 Tap the **Enter phone #** field beneath the modem name. The **Phone Setup** screen is displayed.



- 5 Adjust the following settings as needed:
  - ① Enter the telephone number used to access the modem connected to your computer.
  - ② Enter a dial prefix (such as “9”) to access an outside line, and tap the **Dial prefix** check box as needed. You can also enter a comma in the field to introduce a pause in the dialing sequence. Each comma equals a two second pause.
  - ③ If the phone line you are using for your CLIÉ handheld has Call Waiting, select the **Disable call waiting** check box to avoid an interruption during the modem HotSync® operation.
  - ④ If you want to use a calling card to place the call, select the **Use calling card** check box and enter the calling card number.
- 6 Tap **OK**.  
The **HotSync** screen is displayed.



### Selecting the conduits for the modem HotSync® operation

You can specify files and/or applications to be synchronized to shorten the time required to synchronize data with a modem.

- ➔ For details, refer to “Customizing the HotSync® application settings (Conduit)” on page 86.

#### Note

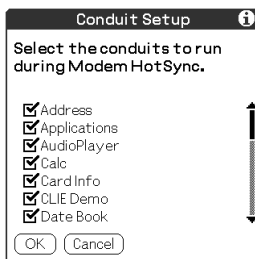
If your CLIÉ handheld settings do not match those made in the **Change HotSync Action** window, the operation complies with your CLIÉ handheld settings.

- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **HotSync** screen is displayed.

#### Tip

You can also tap [HotSync] icon to display the **HotSync** screen.

- 2 Tap the Menu  icon.
- 3 Tap **Conduit Setup** from the **Options** menu.  
The **Conduit Setup** screen is displayed.



Continued on next page  
.....

## Performing the HotSync® operation via a modem

- 4 Tap the check boxes to clear the selection of files and applications that you do not want to synchronize during the modem HotSync® operation.

By default, all files are selected to be synchronized.

The data of applications that do not have a database (such as games) cannot be synchronized.

- 5 Tap **OK**.

The conduit settings are changed.

## Performing the HotSync® operation via a modem


You can perform the modem HotSync® operation when you have prepared your computer setting, CLIÉ handheld setting and Conduit Setup.

- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **HotSync** screen is displayed.

### Tip

You can also tap [HotSync] icon to display the **HotSync** screen.

- 2 Tap the HotSync  icon.

The HotSync® operation starts.

The message will be displayed to note that the HotSync® operation is complete.

# Performing the HotSync® operation via a network

To perform the HotSync® operations via a network, you must have network administrator skills.

You can perform the HotSync® operation via a network between your CLIÉ handheld and the computer connected to the LAN at your office when you are out of your office. You may not be able to perform the HotSync® operation via a network depending on the network environment of your office.



For details, contact the administrator of the remote access server.

## Prior to performing the HotSync® operation via a network

Verify the following.

- Both your company's network system and its remote access server support TCP/IP.
- You have a remote access account.

## Preparing your computer

- 1** Click the HotSync  icon in the Windows task tray and select **Network** from the **HotSync Manager shortcut** menu.
- 2** Click the HotSync  icon in the Windows task tray again and select **Setup** from the **HotSync Manager shortcut** menu.  
The **Setup** window is displayed.
- 3** Click the **Network** tab.
- 4** Click the check box next to the user name for HotSync.  
Click **TCP/IP Settings** and assign a subnet mask as needed.  
For details on a subnet mask address, refer to the manual of your operating system or contact the system administrator.
- 5** Click **OK**.

*Continued on next page*  
.....

**6** Connect your CLIÉ handheld to your computer and perform the HotSync® operation.

The computer information (Primary PC name and Primary PC address (IP address)) is transferred to your CLIÉ handheld.

When you perform the HotSync® operation via a network, your CLIÉ handheld identifies the computer based on the information transferred.

### Preparing your CLIÉ handheld


Follow the steps below to set up your CLIÉ handheld for the HotSync® operation via a network.

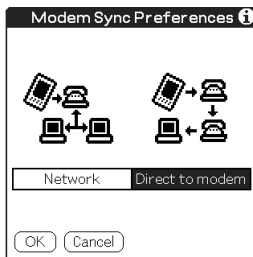
- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **HotSync** screen is displayed.

#### Tip


You can also tap [HotSync] icon to display the **HotSync** screen.

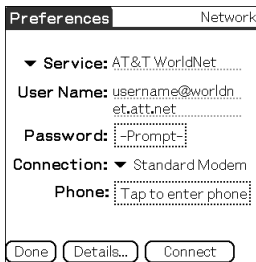
- 2 Tap **Modem**.
- 3 Tap the Menu  icon.
- 4 Tap **Modem Sync Prefs** from the **Options** menu.  
The **Modem Sync Preferences** screen is displayed.



- 5 Tap **Network**.
- 6 Tap **OK**.  
The **HotSync** screen is displayed.

*Continued on next page*

- 7** Tap **Select Service** beneath the HotSync  icon. The **Network Preferences** screen is displayed.



- 8** Tap the arrow ▼ next to **Service** and select **Unix** or **Windows RAS** from the drop-down list.  
► For details, refer to “Changing the Network preferences” on page 74 and contact the administrator of the remote access server.
- 9** Tap **Done**.
- 10** Tap the **Enter phone #** field.  
The **Phone Setup** screen is displayed.
- 11** Adjust the each setting as needed.
- 12** Tap **OK**.  
The **HotSync** screen is displayed.
- 13** Follow “Performing the HotSync® operation via modem” on page 93 to select data to be synchronized.

### Performing the HotSync® operation via a network


You can perform the HotSync® operation via a network when you have prepared your computer's settings, CLIÉ handheld setting and Conduit Setup.

- 1** Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **HotSync** screen is displayed.

#### Tip

You can also tap [HotSync] icon to display the **HotSync** screen.

- 2** Tap the HotSync  icon.

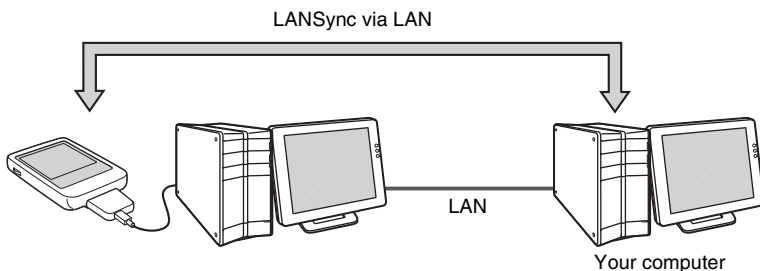
The HotSync® operation starts.

The message will be displayed to note that the HotSync® operation is complete.

# Performing the HotSync® operation via LAN (LANSync)

To perform the LANSync, you must have network administrator skills. Consult a network administrator prior to setting LANSync.

You can perform the HotSync® operation via LAN between your computer and another computer connected to your CLIÉ handheld.





## Prior to performing the LANSync operation

Verify the following.

- The Palm™ Desktop for CLIÉ software is installed in both computers connected by the LAN.
- Your CLIÉ handheld is properly connected to the USB cable and plug adapter.

## Preparing your computer

- 1 Click the HotSync  icon in the Windows task tray and select **Network** from the **HotSync Manager shortcut** menu.
- 2 Click the HotSync  icon in the Windows task tray again and select **Setup** from the **HotSync Manager shortcut** menu.  
The **Setup** dialog box is displayed.
- 3 Click the **Network** tab.
- 4 Click the check box next to the user name for HotSync.
- 5 Click **OK**.

*Continued on next page*  
.....



## Performing the HotSync® operation via LAN (LANSync)

- 6 Connect your CLIÉ handheld to your computer and perform the HotSync® operation.

The computer information (Primary PC name and Primary PC address (IP address)) is transferred to your CLIÉ handheld.

When you perform the HotSync® operation via LAN, your CLIÉ handheld identifies the computer based on the information transferred.

### Preparing your CLIÉ handheld

Follow the steps below to set up your CLIÉ handheld for the HotSync® operation via the LAN.

- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **HotSync** screen is displayed.

#### Tip

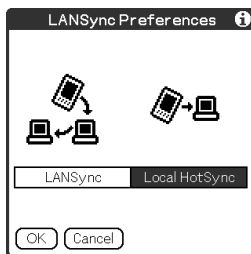
You can also tap [HotSync] icon to display the **HotSync** screen.

- 2 Tap **Local**.

- 3 Tap the Menu  icon.

- 4 Tap **LANSync Prefs** from the **Options** menu.

The **LANSync Preferences** screen is displayed.



- 5 Tap **LANSync**.


*Continued on next page*

- 6 Tap **OK**.  
The **HotSync** screen is displayed.

### Performing the LANSync operation

You can perform the LANSync operation when you have prepared your computer's settings, CLIE handheld setting and Conduit Setup. Turn on the computers and start **HotSync® Manager**.


#### Note

To perform the LANSync operation, both computers are required to be set for the LANSync. On each computer, click the HotSync  icon in the Windows task tray and make sure that **Network** in the **HotSync Manager shortcut** menu is selected. If not, click **Network** to select.

- 1 Rotate the Jog Dial™ navigator to select [HotSync] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **HotSync** screen is displayed.

#### Tip

You can also tap [HotSync] icon to display the **HotSync** screen.

- 2 Tap the HotSync  icon.  
The HotSync® operation starts.  
The message will be displayed to note that the HotSync® operation is complete.



## ***Using “Memory Stick<sup>®</sup>” media***

This chapter explains how to communicate with another Palm OS<sup>®</sup> PDA device via “Memory Stick” media, how to handle “Memory Stick” media and how to use Memory Stick Gate for managing data on “Memory Stick” media.

**Using “Memory Stick<sup>®</sup>” media . . . . .108**

**Exchanging data via “Memory Stick” media . . 117**

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## What is “Memory Stick” media?

“Memory Stick” media is a new, compact, and portable Integrated Circuit recording medium with a data capacity that exceeds a floppy disk. “Memory Stick” media is specially designed for exchanging and sharing data among “Memory Stick” media compatible products, such as a digital video camera, etc. Because it is removable, “Memory Stick” media can also be used for external data storage.

“Memory Stick” media enables you to exchange data between your CLIÉ handheld and your computer. To exchange data via “Memory Stick” media, your CLIÉ handheld uses **Memory Stick Gate**.

### Types of “Memory Stick” media

There are two types of “Memory Stick” media:

- “MagicGate Memory Stick” media, which is equipped with “MagicGate” copyright protection technology.
- “Memory Stick” media, which is not equipped with “MagicGate” copyright protection technology.

You can use both types of “Memory Stick” media with your CLIÉ handheld. However, make sure to use “MagicGate Memory Stick” media when you want to play ATRAC3 format files.

### What is MagicGate?

MagicGate is the copyright protection technology that is used for “MagicGate Memory Stick” media or MagicGate compatible devices, such as a CLIÉ handheld. MagicGate certifies the device and “MagicGate Memory Stick” media as copyright-protection-compatible devices and encodes data to be played back on devices. The copyrighted data cannot be played back on a device that is not certificated.

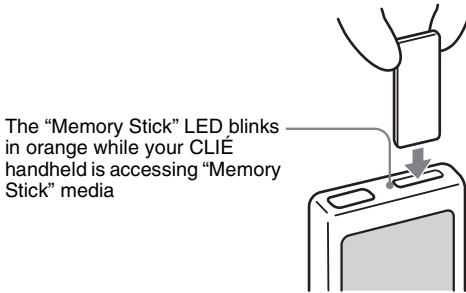
### Note on using “MagicGate Memory Stick” media

Do not handle copyright-protected files or directories stored on “MagicGate Memory Stick” media with **Memory Stick Gate** or Windows<sup>®</sup> Explorer, as the file may be disabled. To handle copyright-protected files, use a “MagicGate” compliant application, such as **SonicStage**.

.....

## Inserting and removing “Memory Stick” media

Insert “Memory Stick” media into the “Memory Stick” slot.



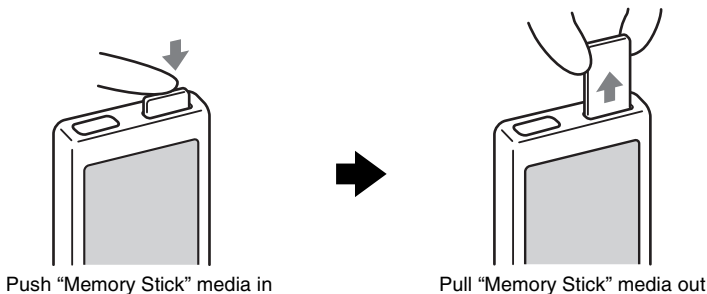
While your CLIÉ handheld is turned on, the applications in “Memory Stick” media will be displayed on the Application Launcher screen automatically if you insert “Memory Stick” media into the slot. (The feature does not work when a certain application is running.)

### Notes

- Insert “Memory Stick” media in the right direction. If it is forced in the wrong direction, it may be damaged.
- Do not attempt to insert “Memory Stick” media into anywhere other than the “Memory Stick” slot.

### To remove “Memory Stick” media

Make sure that your CLIÉ handheld is not writing to or reading data from “Memory Stick” media. Push “Memory Stick” media gently into the slot and release it. When “Memory Stick” media has popped out, pick it out from the slot.



### Notes on using “Memory Stick” media

When you use “Memory Stick” media, follow the precautions below.

- Avoid touching the terminals of “Memory Stick” media or touching them with a metal object.
- Do not drop, bend, or expose “Memory Stick” media to external shock.
- Do not disassemble or modify “Memory Stick” media.
- Avoid getting “Memory Stick” media wet.
- Avoid using or storing “Memory Stick” media in a location subject to:
  - extremely high temperature such as inside of a hot car, the outdoors exposed to direct sunlight, or near a heater
  - direct sunlight
  - high humidity
  - corrosive substances
  - excessive dust
  - magnetic fields
- When storing and carrying “Memory Stick” media, keep it in its original case to ensure protection of important data.
- Make a backup of important data.
- Avoid removing “Memory Stick” media from the “Memory Stick” slot while data is still being written or read.
- To avoid damaging or erasing data, do not
  - pull out “Memory Stick” media or unplug the AC power adapter while formatting, or reading or writing data.
  - use “Memory Stick” media in a location subject to static electricity or electrical interference.
- If the battery of your CLIÉ handheld is running short, the error message is displayed and you cannot exchange data with “Memory Stick” media. If this occurs, connect the AC power adapter or fully charge your CLIÉ handheld.
- Use **Memory Stick Gate** to format “Memory Stick” media you use in your CLIÉ handheld. If you format it using another application, further operation with your CLIÉ handheld is not guaranteed.
- If you insert “Memory Stick” media that has been formatted by another application, the message prompting you to format it is displayed. To use “Memory Stick” media in your CLIÉ handheld, follow the instructions to format it. Note, however, that all stored data will be erased.

.....  
**Protecting data on “Memory Stick” media**

To prevent accidental erasure of important data, you can use the write protect tab of “Memory Stick” media.

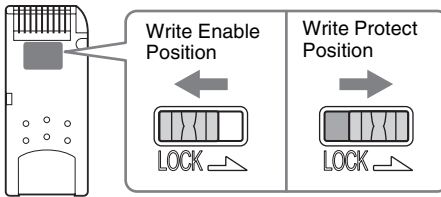
**Write enable position**

Slide the tab to the left to select the write enable position. You can read and write data on “Memory Stick” media.

**Write protect position (LOCK)**

Slide the tab to the right to select the write protect position. You can only read the data on “Memory Stick” media. Select the write protect position when you insert “Memory Stick” media containing any important data that you do not want to accidentally delete or overwrite.

Back side



**Tip**

The shape or exact location of the tab may differ from the illustration above depending on a type of “Memory Stick” media.

### Starting an application in “Memory Stick” media

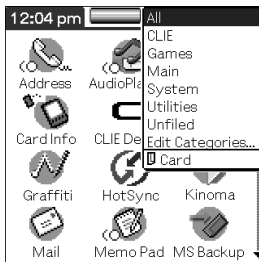
You can start applications in “Memory Stick” media in the same way as the applications in your CLIÉ handheld. While the power of your CLIÉ handheld is on, the applications in “Memory Stick” media will be displayed on the Application Launcher screen automatically if you insert “Memory Stick” media into the slot. (The feature does not work when a certain application is running.)

To switch from the Application Launcher screen to the screen where the applications in “Memory Stick” media are displayed, follow the steps below.

#### Tip

You can only start applications saved in the “/PALM/Launcher” folder on “Memory Stick” media.

- 1 Display the Application Launcher screen while “Memory Stick” media is inserted in your CLIÉ handheld.
- 2 Tap the arrow ▼ in the upper right corner of the Application Launcher screen to display the category of applications.



- 3 Tap **Card**.

The applications in “Memory Stick” media are displayed.

You can start an application in the same way that you start an application in your CLIÉ handheld.

If you have assigned a name to “Memory Stick” media, then **Card** is displayed in that name.

#### Note

Depending on the applications, some of the features may not work. In such a case, use **Memory Stick Gate** to copy the data on your CLIÉ handheld and use the copied data.



## Starting an application automatically when “Memory Stick” media is inserted

**Memory Stick Autorun** allows you to start a specified application automatically when “Memory Stick” media is inserted into your CLIÉ handheld. If you wish to enjoy image files using **PictureGear Pocket**, you can assign the application to be started automatically.

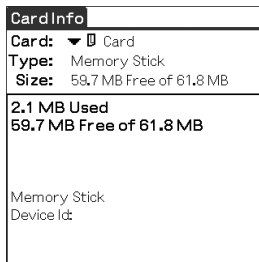
- ➔ For details about **Memory Stick Autorun**, refer to **Memory Stick Autorun** in the “CLIÉ Application Manual” installed in your computer.

## Viewing information on “Memory Stick” media (Card Info)

You can view the information (such as the remaining memory space) on “Memory Stick” media with **Card Info**.

- 1 Insert “Memory Stick” media into your CLIÉ handheld.
- 2 Rotate the Jog Dial™ navigator to select [Card Info] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **Card Info** screen is displayed.



### Tip


You can also tap [Card Info] icon to display the **Card Info** screen.

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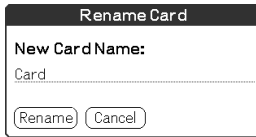
## Assigning a name to “Memory Stick” media

You can assign a name to “Memory Stick” media with **Card Info**.

- 1** Insert “Memory Stick” media into your CLIE handheld.
- 2** Rotate the Jog Dial™ navigator to select [Card Info] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **Card Info** screen is displayed.

- 3** Tap the Menu  icon.  
The menu is displayed.

- 4** Tap **Rename Card** from the **Card** menu.  
The **Rename Card** dialog box is displayed.



- 5** Enter a new name for the inserted “Memory Stick” media and tap **Rename**.

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## Formatting “Memory Stick” media

“Memory Stick” media produced commercially are already formatted for use. If you need to format your “Memory Stick” media, use **Memory Stick Gate** or **Card Info**. The following explains how to format “Memory Stick” media with **Memory Stick Gate**.


### What is formatting?

Formatting defines the recording format for your “Memory Stick” media so that you can access data with your CLIÉ handheld.

- 1** Insert “Memory Stick” media into your CLIÉ handheld.
- 2** Rotate the Jog Dial™ navigator to select [MS Gate] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
**Memory Stick Gate** starts.

**Tip**

You can also tap [MS Gate] icon to start **Memory Stick Gate**.

- 3** Tap the Menu  icon.  
The Menu screen is displayed.
- 4** Tap **Format** from the **Options** menu.  
The confirmation dialog box is displayed.
- 5** Tap **OK**.

### To cancel formatting

Tap **Cancel** in step 5.

*Continued on next page*  
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### Notes

- If “Memory Stick” media is reformatted, all the data stored on “Memory Stick” media will be erased. Make sure to check the data prior to formatting in order not to delete important data.
- To use “Memory Stick” media on your CLIÉ handheld, format it on your CLIÉ handheld. “Memory Stick” media formatted by your computer may not be read or written properly on your CLIÉ handheld.
- If you remove “Memory Stick” media during formatting, “Memory Stick” media will not be recognized. In this case, insert “Memory Stick” media again to restart formatting.

# Exchanging data via “Memory Stick” media

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## Starting Memory Stick Gate

You can copy, move or delete data between “Memory Stick” media and your CLIÉ handheld with **Memory Stick Gate**.

➔ For details about **Memory Stick Gate**, refer to **Memory Stick Gate** in the “CLIÉ Application Manual” installed in your computer.

- 1 Rotate the Jog Dial™ navigator to select [MS Gate] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
**Memory Stick Gate** starts and the list of data on “Memory Stick” media is displayed.

### Tips

- You can also tap [MS Gate] icon to start **Memory Stick Gate**.
- When **Memory Stick Gate** first recognizes the insertion of “Memory Stick” media, it automatically creates a default folder on “Memory Stick” media. The “default folder” stands for the standard working folder where **Memory Stick Gate** reads and writes data. A folder named “**PALM/PROGRAMS/MSFILES**” is created on inserted “Memory Stick” media.

*Continued on next page*

## When displaying data on your CLIÉ handheld

The currently opened folder on “Memory Stick” media card.

Tap this icon to switch the view between your CLIÉ handheld and “Memory Stick” media.

Lock icon.

Tap here to switch the view.  
size : File size  
creator : Creator ID of the file  
type : File type  
version : Version of the file  
none : no items displayed

Displays the files which belong to the same creator (ID) as one grouped item.


Tap this icon to display or hide the contents.

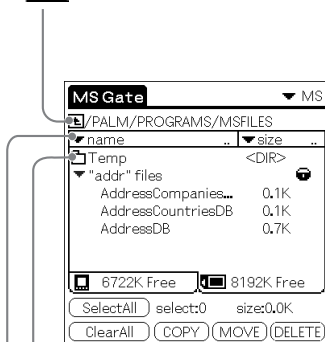
Tap this icon to sort in ascending or descending order.

Continued on next page

### When displaying data on “Memory Stick” media

The following icons with explanations are displayed only when you view the data on “Memory Stick” media. For the other icons, refer to “When displaying the data on your CLIÉ handheld” (page 118).

 : Tap this icon to display the upper folder.



 : Tap this icon to display the contents of the folder.

Tap here to display “file name” to show the file name with PC file extensions.

#### Note

When the battery power of your CLIÉ handheld is insufficient, data on “Memory Stick” media may not be displayed. In such a case, you need to charge your CLIÉ handheld or connect the AC power adapter to your CLIÉ handheld and insert “Memory Stick” media again.

### Notes on moving or deleting data using Memory Stick Gate

In some cases when you move or delete a specific file using **Memory Stick Gate**, some CLIÉ handheld applications may not be operated properly or some data may be formatted. Sony is not liable for any trouble with applications or data that arises out of your moving or deleting a file.

Do not move or delete the following files:

- **Saved Preference:** Saves the final operation status or settings for various applications.
- **Unsaved Preference:** Saves the settings for various applications or user information on your CLIÉ handheld. If this file is deleted, you may not be able to synchronize correct information.

*Continued on next page*

## Exchanging data via “Memory Stick” media

- **NetworkDB:** Saves network settings. If this file is deleted, network connection is disabled.
- **AddressDB:** Saves the database for **Address Book**\*.
- **DatebookDB:** Saves the database for **Date Book**\*.
- **MemoDB:** Saves the database for **Memo Pad**\*.
- **MailDB\*\*:** Saves the database for **Mail**\*.
- **ToDoDB:** Saves the database for **To Do List**\*.

\* These database files can be copied to “Memory Stick” media as a backup file. If you copy them back to your CLIÉ handheld, the identical files on your CLIÉ handheld will be overwritten with the information at the time of the backup. Note that any added or edited information on your CLIÉ handheld after the backup will be erased.

\*\*May not be available on all models.


## ..... Copying data on your CLIÉ handheld to “Memory Stick” media

You can save data on your CLIÉ handheld to “Memory Stick” media using with **Memory Stick Gate**.

### Notes

- Since copying data consumes a lot of power, you cannot use “Memory Stick” media when the battery power of your CLIÉ handheld is insufficient. In such a case, you need to connect the AC power adapter to your CLIÉ handheld.
- If your CLIÉ handheld receives IR communication while copying data, the copying will be disrupted. Do not allow your CLIÉ handheld to receive IR communication while copying data.

**1** Insert “Memory Stick” media into your CLIÉ handheld.

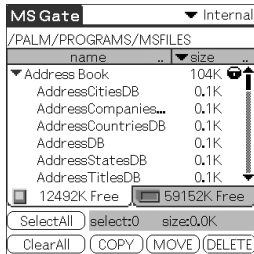
**2** Tap the Home  icon.

*Continued on next page*  
.....



- 3 Rotate the Jog Dial™ navigator to select [MS Gate] icon on the Application Launcher screen and press the Jog Dial™ navigator.

**Memory Stick Gate** starts and the list of data on your CLIÉ handheld is displayed.



### Tip

You can also tap [MS Gate] icon to start **Memory Stick Gate**.

- 4 Tap data you want to copy to select.  
You can select multiple data by selecting the check boxes.

### Note

Data marked with the  icon cannot be copied.

- 5 Tap **COPY**.  
The **Copy File** dialog box is displayed.

- 6 Tap **OK**.  
The data selected in step 4 is copied into the “/PALM/PROGRAMS/MSFILES” folder on “Memory Stick” media.

*Continued on next page*

### To copy all the data at once

Tap **SelectAll** in step 4.

### To cancel the selection

- **To cancel all the selections:** tap **ClearAll**.
- **To cancel only specific items:** tap the selected item again.

### When you want to change the folder to be copied.

Tap the arrow ▼ in the upper right corner of the **MS Gate** screen and select **MS**. Select a folder to which you want to copy data when data on “Memory Stick” media is displayed. You can only select a folder under the “/PALM/PROGRAMS” or “/PALM/Launcher” folder. The other folders cannot be selected.

## Moving data on your CLIÉ handheld to “Memory Stick” media

When the memory space of your CLIÉ handheld is not sufficient, you can move data on your CLIÉ handheld to “Memory Stick” media.

### 1 In step 5, tap **MOVE**.

The data on your CLIÉ handheld is transferred to “Memory Stick” media and saved.

#### Note

If the low battery error message is displayed while you are copying or moving data from your CLIÉ handheld to “Memory Stick” media, invalid files created by incomplete copying or moving may be left on “Memory Stick” media.


Charge your CLIÉ handheld and try copying or moving again. If the overwrite confirmation dialog box is displayed, tap **Yes** or **Yes to all**.

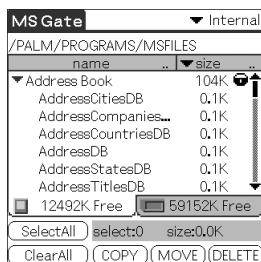
### Copying data on “Memory Stick” media to your CLIÉ handheld

You can copy the data saved in “Memory Stick” media to your CLIÉ handheld using with **Memory Stick Gate**. Prior to copying data, make sure that the memory space of your CLIÉ handheld is sufficient.

#### Tip

You can also copy data into another folder on “Memory Stick” media.

- 1 Insert “Memory Stick” media into your CLIÉ handheld.
- 2 Tap the Home  icon.
- 3 Rotate the Jog Dial™ navigator to select [MS Gate] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
**Memory Stick Gate** starts and the list of data on your CLIÉ handheld is displayed.



#### Tip

You can also tap [MS Gate] icon to start **Memory Stick Gate**.

- 4 Press the Jog Dial™ navigator again.  
The data in the “/PALM/PROGRAMS/MSFILES” folder on “Memory Stick” media is displayed.

#### Tip

You can also tap the arrow ▼ in the upper right corner of the **MS Gate** screen and select **MS**.

*Continued on next page*

**5** Tap data you want to copy to select.  
You can select multiple data by selecting the check boxes.

**6** Tap **COPY**.  
The **Copy File** dialog box is displayed.

**7** Tap **OK**.  
The data selected in step 5 is copied to your CLIÉ handheld.



### To copy all the data at once

Tap **SelectAll** in step 5.

### To cancel the selection

- **To cancel all the selections:** tap **ClearAll**.
- **To cancel only specific items:** tap the selected item again.

### To change the folder to be copied

Tap  or  to select a folder you want to copy. The displays of the folders are changed. You can specify the folder to be copied. You can only select a folder under the “/PALM/PROGRAMS” or “/PALM/Launcher” folder. The other folders cannot be selected.

## Moving data on “Memory Stick” media to your CLIÉ handheld

You can move the data from “Memory Stick” media to your CLIÉ handheld.


**1** In step 6, tap **MOVE**.  
The data on “Memory Stick” media is transferred to your CLIÉ handheld and saved.

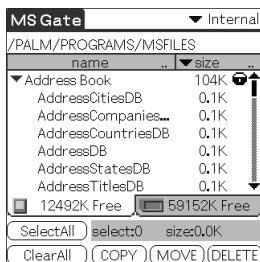
### Note

Some data copied from “Memory Stick” media to your CLIÉ handheld may not be synchronized during the HotSync® operation.

### Deleting data on “Memory Stick” media

You can delete the data from “Memory Stick” media with **Memory Stick Gate**.

- 1 Insert “Memory Stick” media into your CLIÉ handheld.
- 2 Tap the Home  icon.
- 3 Rotate the Jog Dial™ navigator to select [MS Gate] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
**Memory Stick Gate** starts and the list of data on your CLIÉ handheld is displayed.



#### Tip

You can also tap [MS Gate] icon to start **Memory Stick Gate**.

- 4 Press the Jog Dial™ navigator again.  
The data in the “/PALM/PROGRAMS/MSFILES” folder on “Memory Stick” media is displayed.

#### Tip

You can also tap the arrow ▼ in the upper right corner of the **MS Gate** screen and select **MS**.

- 5 Tap data you want to delete to select.
- 6 Tap **DELETE**.  
The **Delete File** dialog box is displayed.

*Continued on next page*

### **7** Tap **OK**.

The data selected in step 5 is deleted from “Memory Stick” media.

### **To delete all the data at once**

Tap **SelectAll** in step 5.

### **To cancel the selection**

- **To cancel all the selections:** tap **ClearAll**.
- **To cancel only specific items:** tap the selected item again.

### **To change the folder to be deleted**



Tap the arrow ▼ in the upper right corner of the **MS Gate** screen and select **MS**. Select a folder you want to delete when the data on “Memory Stick” media is displayed. You can only select a folder under the “/**PALM/PROGRAMS**” or “/**PALM/Launcher**” folder. The other folders cannot be selected.

### ..... Exchanging data without using Memory Stick Gate

You can exchange the data between “Memory Stick” media and your CLIÉ handheld from the menu of the Application Launcher screen.

However, problems may occur depending on the application. Note the following.

- You can copy only applications. Related files to applications cannot be copied.
- Data stored on “Memory Stick” media (such as image files) cannot be displayed.

- 1** Insert “Memory Stick” media into the “Memory Stick” slot of your CLIÉ handheld.
- 2** Tap the Menu  icon on the Application Launcher screen. The menu is displayed.
- 3** Tap **Copy** from the **App** menu. The **Copy** screen is displayed.
- 4** Tap the arrow ▼ next to **Copy To** and select **handheld** or  **Card**.  
**From** is automatically selected when you select **Copy To**.
- 5** Tap an application you want to copy.
- 6** Tap **Copy**.  
The selected application is copied to CLIÉ handheld or “Memory Stick” media.
- 7** Tap **Done**.

### Notes on starting applications in “Memory Stick” media

You can start an application (files with extensions such as .prc,.pdb) in “Memory Stick” media. However, note the following prior to starting the application.

- You can start applications in “Memory Stick” media, but related files such as image files or movie files may not be opened (played back).
- When you cannot open the data of an application that is installed in “Memory Stick” media, move the data to your CLIE handheld or delete the data using with **Memory Stick Gate**.

#### Tip

When the data is installed in “Memory Stick” media with the HotSync® operation, the data files are stored in the **/PALM/Launcher** folder.



# ***Beaming***

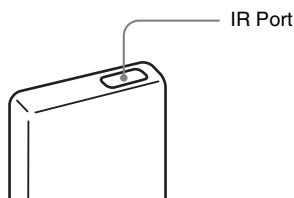
This chapter explains how to communicate with another Palm OS<sup>®</sup> PDA device via the infrared communications port.

**Beaming between your Sony CLIE™ handheld and another Palm OS<sup>®</sup> PDA ..... 130**

# Beaming between your Sony CLIÉ™ handheld and another Palm OS® PDA

## What you can do with beaming


Your CLIÉ handheld is equipped with an IR (infrared) port that enables you to exchange data with another Palm OS® PDA device that has an IR port. The IR port is located at the top of your CLIÉ handheld behind the small plastic shield.



You can beam the following information between your CLIÉ handheld and another Palm OS® PDA device that has an IR port:

- The data of **Address Book**, **Date Book**, **To Do List** or **Memo Pad**.
- All data in the category currently displayed in **Address Book**, **To Do List** or **Memo Pad**.
- Address Book data that you designate as your business card.
- Add-on applications installed in the memory.


### Notes

- Some applications are protected from copying and cannot be beamed. Applications marked with the  icon cannot be copied.
- If you charge your CLIÉ handheld when the battery power is empty, you may not be able to exchange data via beaming. In such a case, perform a soft reset and try beaming again.
  - ➔ For details on how to perform a soft reset, refer to “Basic operations of your Sony CLIÉ™ handheld: Restarting your Sony CLIÉ™ handheld” in “Read This First (Operation Instructions).”

.....

## Sending data via beaming

You can beam data on your CLIE handheld to another Palm OS PDA device that has an IR port.




- 1 Select the data, category or business card you want to beam.
- 2 Tap the Menu  icon.
- 3 Tap one of the following from the **Record** menu.
  - The Beam command for an individual record
  - In **Address Book** only: **Beam Business Card**
  - **Beam Category**
- 4 When the **Beam** dialog box is displayed, point the IR port of your CLIE handheld directly at the IR port of another Palm OS PDA device.



For best results, your CLIE handheld and another Palm OS PDA device should be 4 to 8 inches (approximately 10 to 20 centimeters) apart, and the path between your CLIE handheld and another Palm OS PDA device must be unobstructed. The optimum distance for beaming may vary depending on devices

- 5 Wait for a while until the **Beam** dialog box displays that the transfer is complete.

### Sending applications via beaming

- 1** Tap the Menu  icon on the Application Launcher screen.
- 2** Tap **Beam** from the **App** menu.  
The **Beam** screen is displayed.
- 3** Tap the arrow ▼ next to **Beam From** and select **Handheld**.  
Select **Handheld** when the application you want to send is saved on your CLIE handheld or  **card** when it is saved in the “/PALM/Launcher” folder on “Memory Stick” media.
- 4** Tap an application you want to send on the **Beam** screen.  
Some applications are protected from copying and cannot be beamed.  
Applications marked with the  icon cannot be copied.
- 5** Tap **Beam**.  
The message will be displayed when the beaming is complete.

### Receiving data via beaming




- 1** Turn on your CLIE handheld and point the IR port of your CLIE handheld directly to the IR port of another Palm OS PDA device.  
The **Beam** dialog box is displayed and beaming of the data starts.
- 2** Select a category where you want to save the received data. You can also create a new category to save the data to, or save it in the Unfiled category.
- 3** Tap **Yes**.  
The data is saved.

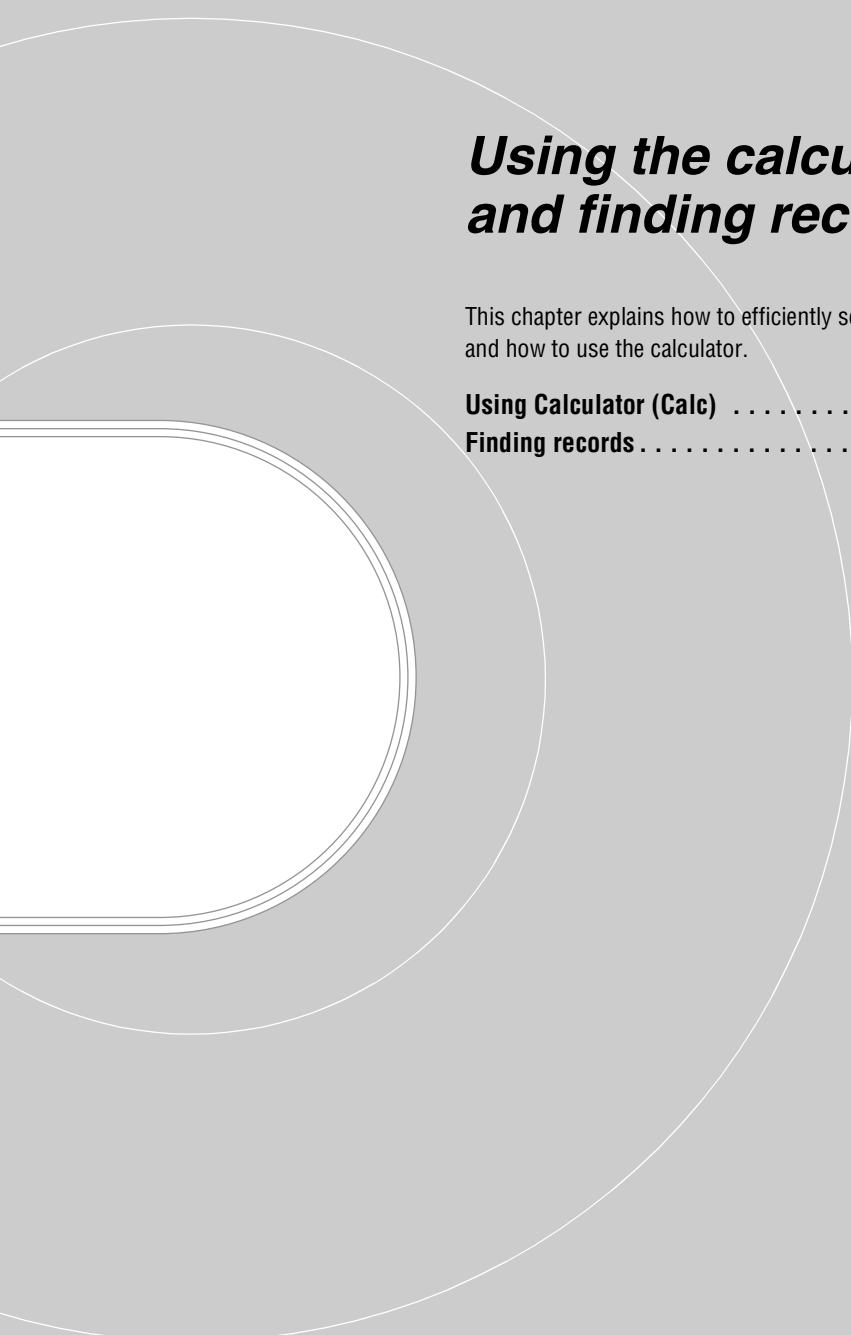
#### Note

When **Beam Receive** in the **Preferences** screen is set to **Off**, you cannot receive data using the beaming feature. Prior to beaming data, set **Beam Receive** to **On**.

---

### Tips on beaming

- Data or applications received via beaming are saved in the Unfiled category.
- You can press the Address Book  button for about two seconds to beam your business card.
- You can use Graffiti® writing to beam data ( / then  , or / and then tap  ).



## ***Using the calculator and finding records***

This chapter explains how to efficiently search for records and how to use the calculator.

<b>Using Calculator (Calc) . . . . .</b>	<b>135</b>
<b>Finding records . . . . .</b>	<b>138</b>

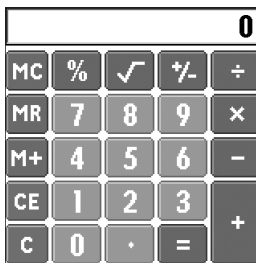
# Using Calculator (Calc)

## Calculating with Calculator

You can perform basic calculations with **Calculator**. Moreover, you can save the numbers in the calculator memory and recall it from the memory.

- 1 Rotate the Jog Dial™ navigator to select [Calc] icon on the Application Launcher screen and press the Jog Dial™ navigator.

**Calculator** starts.



### Tip

You can also tap [Calc] icon to start **Calculator**.

- 2 Perform calculations.

To use **Calculator**, tap the numbers or symbols on the screen with the stylus.

---

### The functions of the Calculator buttons

**Calculator** has several buttons to help you perform calculations.

<b>CE</b>	Clears the last number you entered. Use this button if you make a mistake while entering numbers. This button enables you to re-enter the number without starting the calculation again.
<b>C</b>	Clears the entire calculation and enables you to start a new calculation.
<b>+/-</b>	Toggles the current number between positive and negative. If you want to enter a negative number, enter the number and then tap the +/- button.
<b>M+</b>	Adds the current number to the total value in the memory. Each number you enter with the M+ button is added to the total value stored in the memory. The number to be added can be either a calculated value or the number you entered by pressing the number buttons. Pressing this button has no effect on the current calculation (or series of calculations); it merely places the value into the memory until it is recalled.
<b>MR</b>	Recalls the total value stored in the memory and inserts it in the current calculation.
<b>MC</b>	Clears any value that is stored in the Calculator memory.
$\sqrt{\quad}$	Calculates the square root of the entered number. Tap the button after entering the number.



### ..... Using the Calculator menus

#### Edit menus

---

<b>Copy, Paste</b>	Copies values from <b>Calculator</b> and pastes it into another application. You can also paste numeric values you copied from another application such as <b>Memo Pad</b> into <b>Calculator</b> .
<b>Power Off*</b>	Turns off your CLIÉ handheld.
<b>Find*</b>	Displays the <b>Find</b> dialog box (page 138).

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\* The function is available only when the JogAssist function is set.

#### Options menus

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<b>Recent Calculations</b>	You can review the last series of calculations. This is useful when you want to view the calculations later.
<b>About Calculator</b>	Shows the version information for <b>Calculator</b> .

---

# Finding records

You can find information by entering text with the Find function or searching for a phone number using the Phone Lookup function. These two functions are available for all the basic CLIÉ handheld applications.

Each application offers ways to find information:

- **Date book, To Do List and Memo Pad:** You can find a phone number using the Phone Lookup function and you can also paste the phone number into another application data.
- **Address Book:** When you enter the first letter of a name you are looking for in the Look Up line at the bottom of the Address list screen, it immediately finds the name and scrolls to that name.


---

## Using the Find function

You can find records on your CLIÉ handheld by entering the whole word or the first few letters. The search results are displayed by application. This feature is useful if you do not remember which application you used to create a record you search for.

### Note

The Find function is not compatible with some application data.

- 1 Tap the Find  icon.  
The **Find** dialog box is displayed.

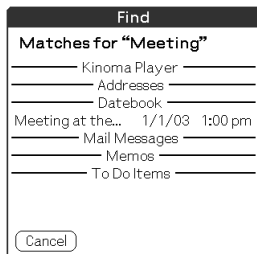


- 2 Enter the text you want to find.  
You can enter letters, symbols or numbers.

*Continued on next page*

### 3 Tap **OK**.

The **Find** function starts to search and displays the list of search results. The attached comments added to each data can also be searched for.



### 4 Tap data you want to view in the list of search result.

The application associated with the data automatically starts to open the data.

#### To stop searching

Tap **Stop** and **Cancel**.

To resume the search, tap **Find More**.

#### Note

The Find function is not case sensitive; searching for "sony" also finds "Sony."


#### Tip

Select text in an application prior to tapping the Find icon to automatically place the text in the **Find** dialog box.

## Using the Phone Lookup function

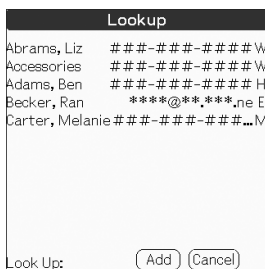
You can find a telephone number from the Address list screen and insert the phone number into another application record, such as inserting a phone number from **Address Book** into the record displayed in **Memo Pad**.

**1** Display a record in which you want to insert a phone number. The record can be in **Date Book**, **To Do List** or **Memo Pad**.

**2** Tap the Menu  icon. The menu is displayed.

*Continued on next page*

- 3** Tap **Phone Lookup** from the **Options** menu.  
The **Lookup** screen is displayed.

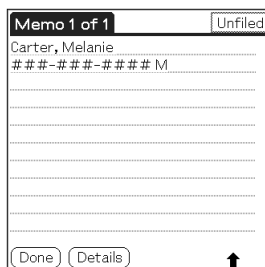


- 4** Tap a phone number you want to insert.


### Tip

To find a phone number quickly, enter the first few letters of a name you are looking for in the Look Up line at the bottom of the screen.



- 5** Tap **Add**.  
The **Lookup** screen closes and the name and phone number are inserted to the record you displayed in step 1.



### To activate the Phone Lookup function with Graffiti® writing

Draw the Graffiti® stroke  to activate the Phone Lookup function.

### Phone Lookup using text

Enter the first letter of a name and then draw the Graffiti® stroke . The Phone Lookup function finds the name and phone number and inserts them in the record you display. If multiple records are found or the record is not found, the **Lookup** screen is displayed. You can also drag a text and then draw the Graffiti® stroke  to activate the same function.



# ***Backing up your Sony CLIE™ handheld data***

This chapter explains how to back up data on your CLIE handheld.

<b>Backing up your Sony CLIE™ handheld data . . .</b>	<b>142</b>
Backing up data to your computer via the HotSync® operation. . . . .	142
Backing up data to “Memory Stick” media using Memory Stick Backup . . . . .	143

# Backing up your Sony CLIÉ™ handheld data

You can make a backup of your CLIÉ handheld data by one of the following methods:

- Back up data to your computer via the HotSync® operation.
- Back up data to “Memory Stick” media using **Memory Stick Backup**.

## ..... Backing up data to your computer via the HotSync® operation

By default, you can back up the following data to your computer via the HotSync® operation:

- Memo Pad data files
- Address Book data files
- To Do List data files
- Date Book data files
- Mail data files\*
- Preferences data files
- Application files that have been installed using the HotSync® operation
- User information files when the HotSync® operation is performed

When the HotSync® operation is performed, the backup data is compared with the data on your computer, and the newer one becomes effective. If you perform a hard reset, all data stored on your CLIÉ handheld are erased and the initial status will be restored. In such a case, you can restore the backup data from your computer that was created via the previous HotSync® operation.

\*May not be available on all models.

### Notes



- Some applications installed later or data created after installing applications cannot be backed up via the HotSync® operation, such as applications or data transferred from “Memory Stick” media or beamed. You need to back up with “Memory Stick” media (page 143).
- If you customize settings in the **Change HotSync Action** window, you may not be able to back up a file. You cannot back up an application or restore its data if an option other than “Synchronize the files” is selected.
  - ➔ For details, refer to “Customizing the HotSync® application settings (Conduit)” on page 86.

### Backing up data to “Memory Stick” media using Memory Stick Backup

With **Memory Stick Backup**, you can back up the following applications and data to “Memory Stick” media.

- Memo Pad data files
- Address Book data files
- To Do List data files
- Date Book data files
- Mail data files\*
- Preferences data files
- Add-on application files

\*May not be available on all models.

- 1** Insert “Memory Stick” media into your CLIÉ handheld.
- 2** Tap the Home  icon.
- 3** Rotate the Jog Dial™ navigator to select [MS Backup] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
**Memory Stick Backup** starts.
- 4** Tap the Backup  icon.  
The **Backup All Files** dialog box is displayed.
- 5** Tap **OK**.  
The **Backup Progress** screen is displayed.  
General information of the backup (date, size and number of database) is displayed in the list.

#### Notes

- When you back up data on your CLIÉ handheld to “Memory Stick” media, the size of the backup data may become larger than the size of original data.
- Do not back up when free memory space in your CLIÉ handheld is insufficient.  
The backup data may not be restored properly.

*Continued on next page*

### Tips

- The backup will be finished within a few minutes.
- In step 4, you can also select an existing file from the backup list, then tap **Backup** to overwrite it.
- The data size displayed in the list shows the size of the applications and data stored on your CLIÉ handheld.
- “Number of database” shows the number of applications and data that have been backed up.
- If a backup file on “Memory Stick” media has been updated using **Memory Stick Gate**, the file may not be backed up or restored properly.

### To delete a backup file from “Memory Stick” media

Select backup data you want to delete in the backup list, and tap **Delete**.

## Restoring backup data and applications to your CLIÉ handheld

### Notes

- When you restore backup data and applications to your CLIÉ handheld, the data currently saved on your CLIÉ handheld will be overwritten by the backup data. Any data created or edited after you saved the backup will be deleted.
- You can only restore data to your CLIÉ handheld from where you took that backup.

### 1 Perform a hard reset on your CLIÉ handheld.

- For details on a hard reset, refer to “Basic operations of your Sony CLIÉ™ handheld: Restarting your Sony CLIÉ handheld” in “Read This First (Operating Instructions).”

### 2 Insert “Memory Stick” media containing the backup files into your CLIÉ handheld.

### 3 Tap the Home icon.


### 4 Rotate the Jog Dial™ navigator to select [MS Backup] icon on the Application Launcher screen and press the Jog Dial™ navigator.

**Memory Stick Backup** starts and the backup list is displayed.

### 5 Tap backup data you want to restore from the list.

*Continued on next page*  
.....



- 6** Tap the Restore  icon.  
The **Restore All Files** dialog box is displayed.
- 7** Tap **OK**.  
The **Confirm Restore** dialog box is displayed.
- 8** Tap **OK**.  
The **Restore Process** screen is displayed.  
If there is initial data automatically created by each application when you perform a hard reset or if you created or updated data after a hard reset, the **Restore File** dialog box is displayed. Tap **Yes** to overwrite, tap **Yes To All** to overwrite all data, or tap **No** to leave the data.  
When the backup data is restored, your CLIÉ handheld shuts down and restarts automatically.

### Tip

To select backup data by file, use the **Copy** function in **Memory Stick Gate**.

► For details on how to use **Memory Stick Gate**, refer to page 117.

# ***Protecting your data with a password***

This chapter explains how to manage your personal details using the various applications of your CLIÉ handheld and how to protect your data with a password.

<b>Entering personal information</b> . . . . .	<b>147</b>
When you have already assigned a password to protect your data . . . . .	148
<b>Locking your Sony CLIÉ™ handheld with a password (Data protection)</b> . . . . .	<b>149</b>
Turning off your CLIÉ handheld after locking . . . . .	149
Setting your CLIÉ handheld to be locked automatically . . . . .	151
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Assigning a password . . . . .	152
Changing or deleting a password . . . . .	153
Hiding or masking private data . . . . .	154

# Entering personal information

You can enter personal information such as name, company name and telephone number on your CLIÉ handheld. If you assign a password, the personal information will be displayed when your CLIÉ handheld is turned on next time.

- 1 Rotate the Jog Dial™ navigator to select [Prefs] icon on the Application Launcher screen and press the Jog Dial™ navigator.

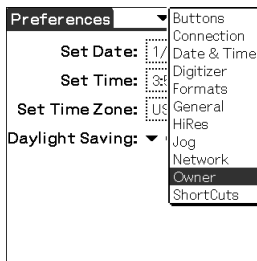
The **Preferences** screen is displayed.

## Tip

You can also tap [Prefs] icon to display the **Preferences** screen.

- 2 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Owner**.

The **Owner preferences** screen is displayed.



- 3 Enter your personal information.

When character strings that are entered do not fit within the screen, the scroll bar is displayed on the right side of the screen.

### If you have already assigned a password to protect your data

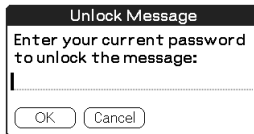
As the information is already protected, personal information cannot be entered or edited. Follow the steps below to unlock the protection to enter or edit personal information.

- 1 Rotate the Jog Dial™ navigator to select [Prefs] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **Preferences** screen is displayed.

#### Tip

You can also tap [Prefs] icon to display the **Preferences** screen.

- 2 Tap the arrow ▼ in the upper right corner of the **Preferences** screen and select **Owner**.  
The **Owner preferences** screen is displayed.
- 3 Tap **Unlock**.  
The **Unlock Message** dialog box is displayed.



- 4 Enter the assigned password and tap **OK**.

# Locking your Sony CLIÉ™ handheld with a password (Data protection)

You can lock your CLIÉ handheld by assigning a password. Your CLIÉ handheld requires the user to enter the password when it is turned on.

## Note

To start your CLIÉ handheld when it is locked, you must enter the correct password. If you forget the password, you need to perform a hard reset. However, performing a hard reset deletes all the data on your CLIÉ handheld. (By performing the HotSync® operation, you can restore the backup data from your computer.)

➔ For details on how to reset your CLIÉ handheld, refer to “Basic operations of your Sony CLIÉ™ handheld: Restarting your Sony CLIÉ handheld” in “Read This First (Operating Instructions).”

## Turning off your CLIÉ handheld after locking

This feature locks and turns off your CLIÉ handheld. To start your CLIÉ handheld, it is necessary to enter the correct password.

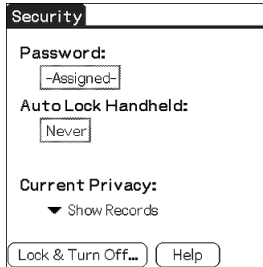
- 1** Perform the HotSync® operation between your CLIÉ handheld and your computer to make backup data on your CLIÉ handheld to your computer.  
➔ For details about the HotSync® feature, refer to “Backing up data to your computer via the HotSync® operation” on page 142.
- 2** Follow “Assigning a password” on page 152 to assign a password.

*Continued on next page*

## Locking your Sony CLIÉ™ handheld with a password (Data protection)

- 3 Rotate the Jog Dial™ navigator to select [Security] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **Security** screen is displayed.

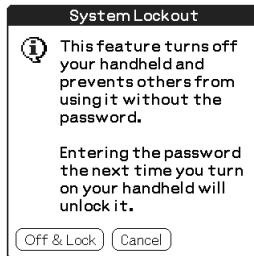


### Tip

You can also tap [Security] icon to display the **Security** screen.

- 4 Tap **Lock & Turn Off**.

The **System Lockout** screen is displayed.



- 5 Tap **Off & Lock**.

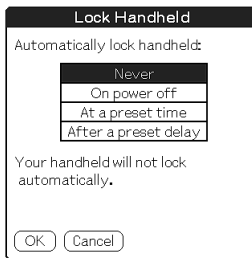
Your CLIÉ handheld turns off and locks.

To start your CLIÉ handheld, you must enter the correct password.

### Setting your CLIÉ handheld to be locked automatically

You can set a time for your CLIÉ handheld to be locked automatically.

- 1 Follow step 1 through 3 in “Turn off your CLIÉ handheld after locking” on page 149.  
The **Security** screen is displayed.
- 2 Tap **Never**.  
The **Password** dialog box is displayed.
- 3 Enter the password and tap **OK**.  
The **Lock handheld** screen is displayed.



- 4 Tap one of the following from the list on the **Lock handheld** screen.
  - **Never**: Your CLIÉ handheld is not locked automatically.
  - **On power off**: Your CLIÉ handheld is locked when it is turned off.
  - **At a preset time**: Set a time for your CLIÉ handheld to be locked automatically.
  - **After a preset delay**: Set a time for your CLIÉ handheld to be locked automatically if it is inactive for a preset time.
- 5 Tap **OK**.

# Protecting data

You can protect your data from unauthorized users by assigning a password. Additionally, you can create private data which will not be displayed even if a password is entered.

## Assigning a password

You can assign a password to protect your private data or to lock your CLIE handheld.

- 1 Rotate the Jog Dial™ navigator to select [Security] icon on the Application Launcher screen and press the Jog Dial™ navigator.  
The **Security** screen is displayed.

### Tip

You can also tap [Security] icon to display the **Security** screen.

- 2 Tap **-Unassigned-**.  
The **Password** dialog box is displayed.



- 3 Enter a password.
- 4 Tap **OK**.  
The **Password** dialog box for confirmation is displayed.
- 5 Enter the password again to verify it and tap **OK**.  
Your password is assigned and **-Assigned-** is displayed in step 2.

*Continued on next page*



### Tip

In step 3, you can enter a hint to remember your password. The hint will be displayed to remind you of the correct password if you enter an incorrect password.

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## Changing or deleting a password

You can change or delete the assigned password.

- 1 Rotate the Jog Dial™ navigator to select [Security] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **Security** screen is displayed.

### Tip

You can also tap [Security] icon to display the **Security** screen.

- 2 Tap **-Assigned-**.  
The **Password** dialog box is displayed.
- 3 Enter the current password and tap **OK**.  
The **Password** dialog box is displayed.
- 4 Enter a new password and tap **OK**.  
To delete the password, tap **Unassign**.

### If you forget your password

If you forget your password, you can delete it forcibly. However, note that deleting the password forcibly also deletes all your private data. (If you perform the HotSync® operation to synchronize with your computer, you can restore your private data that has been backed up.)

- 1 In step 2, tap **Lost Password**.  
The **Delete Password** dialog box is displayed.
- 2 Tap **Yes**.  
Your password and private data are deleted.

### Hiding or masking private data

You can set to hide or mask your private data on applications such as **Address Book** or **Memo Pad**. To view the private data, you need to enter the password. Although the data is invisible, it is saved.

- 1 Rotate the Jog Dial™ navigator to select [Security] icon on the Application Launcher screen and press the Jog Dial™ navigator.

The **Security** screen is displayed.

#### Tip

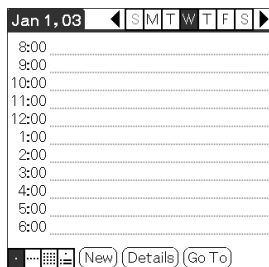
You can also tap [Security] icon to display the **Security** screen.

- 2 Tap the arrow ▼ beneath **Current Privacy** to select **Mask Records** or **Hide Records**.

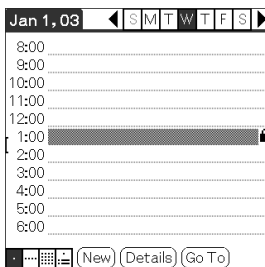
The **Mask Records** or **Hide Records** dialog box is displayed.

- 3 Tap **OK**.

The private data becomes invisible.



When you select Hide Records



When you select Mask Records

# ***Enhancing features with add-on applications***

This chapter explains how to enhance features of your CLIÉ handheld by installing applications from your computer, Internet and “Memory Stick” media.

<b>Enhancing features with add-on applications . . . . .</b>	<b>156</b>
<b>Installing add-on applications . . . . .</b>	<b>157</b>
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# Enhancing features with add-on applications

---

To install the applications from the supplied CD-ROM, refer to “Using applications” in “Read This First (Operating Instructions).”

You can enhance the features of your CLIÉ handheld by installing applications, such as games or other software, that run on Palm OS (Add-on applications). For the latest information on the applications that can be used in your CLIÉ handheld, refer to the CLIÉ website.

## **Note**

As all the add-on applications installed in your CLIÉ handheld are temporarily saved in the memory, all the add-on applications will be deleted when a hard reset is performed. In such a case, you need to reinstall them in your CLIÉ handheld.

# Installing add-on applications

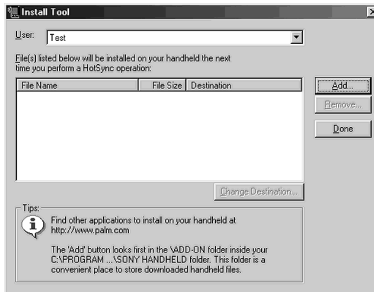
## Installing add-on applications from your computer

You can install the applications in your computer to your CLIÉ handheld or “Memory Stick” media inserted in your CLIÉ handheld.

For details on how to install the applications that are supplied with your CLIÉ handheld, refer to “Using applications” in “Read This First (Operating Instructions).”

- 1 Double-click [Palm Desktop for CLIÉ] icon on your Windows desktop.  
You can also click **Start**, then select **Programs (All Programs in Windows XP), Sony Handheld** and **Palm Desktop for CLIÉ** in Windows.  
The Palm™ Desktop for CLIÉ software starts.

- 2 Click **Install**.  
The **Install Tool** window is displayed.



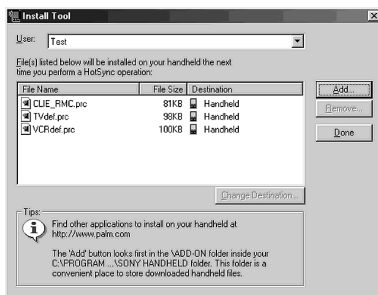
- 3 Select a user from the **User** selector.
- 4 Click **Add**.  
The **Open** dialog box is displayed.  
The supplied applications are saved in the folder: **Program Files/Sony Handheld/Add-on/PEG-XXX (the model you use)**.

Continued on next page

### 5 Select applications you want to install from the folder and click **Open**.

The list of the selected applications is displayed on the **Install Tool** window.

Click **Remove** to delete applications that you do not want to install. The applications will be deleted from the list, but not from your computer.



### 6 Click **Done**.

The confirmation dialog box is displayed.

### 7 Click **OK**.

### 8 Perform the local HotSync<sup>®</sup> operation.

The applications selected in step 5 are installed in your CLIÉ handheld or “Memory Stick” media.

➔ For details about the local HotSync<sup>®</sup> operation, refer to “Performing the HotSync<sup>®</sup> operation” on page 47.

## Displaying the Install Tool screen directly from the Start menu in Windows

To display the **Install Tool** window, click **Start**, then select **Programs (All Programs)** in Windows XP), **Sony Handheld** and **Install Tool**. You can also double-click files that can be installed such as .prc or .pdb format files.

### Installing add-on applications to “Memory Stick” media

Add-on applications can be installed in “Memory Stick” media by the following methods.

- Install an application directly in “Memory Stick” media from your computer using **Memory Stick Import/Memory Stick Export**.
- After step 5 in “Installing add-on applications from your computer,” click **Change installation Destination**. Select the application and click either >> or << to specify “Memory Stick” media for the location to save the application.

#### Notes on installing add-on applications in “Memory Stick” media:

In some applications, related files, such as image files or movie files, cannot be opened (played back).

In the procedure mentioned above, when you select “Memory Stick” media and install the data or application in “Memory Stick” media by the HotSync® operation, they are installed in the **/PALM/Launcher** folder. Some Sony applications only support data in the **/PALM/PROGRAMS** folder. The data installed in the **/PALM/Launcher** folder on “Memory Stick” media by the HotSync® operation cannot be displayed for those applications.

In such a case, delete the data or applications from “Memory Stick” media using with **Memory Stick Gate**.

### Installing add-on applications from the Internet

You can download applications from the CLIE website below and install them in your CLIE handheld.

For customers in the U.S.A. and Canada

<http://www.sony.com/clie/>

For customers in Australia, Hong Kong, Malaysia, Mexico, New Zealand, Singapore, Taiwan and Thailand.

<http://vaio-online.sony.com/clie/>


- 1** Download applications you want to install in your computer from the Internet.

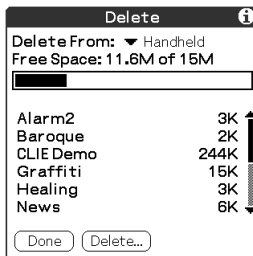
- 2 Follow the instructions including readme files to install the downloaded applications in your CLIE handheld.  
If there are no specific instructions, double-click the downloaded PRC format (.prc) file and perform step 6 through 8 in “Installing add-on applications from your computer” on page 157.

## Deleting the installed add-on applications

### Tip

You can only delete the applications that you installed by yourself. Default applications, such as **Address Book** or **Memo Pad**, cannot be deleted.

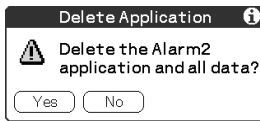
- 1 Tap the Home  icon.
- 2 Tap the Menu  icon.  
The menu is displayed.
- 3 Tap **Delete** from the **App** menu.  
The **Delete** screen is displayed.



*Continued on next page*



- 4 Tap the arrow ▼ next to **Delete From** to select **Handheld** or **Card**.
- 5 Tap an application you want to delete and tap **Delete**.  
The **Delete Application** dialog box is displayed.



- 6 Tap **Yes**.  
The application selected in step 5 is deleted.  
To cancel deleting, tap **No**.
- 7 Tap **Done**.  
The Application Launcher screen is displayed.



# ***Transferring data with another Sony CLIÉ™ handheld***

This chapter explains how to transfer data from your CLIÉ handheld to another CLIÉ handheld.

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# Transferring data with another Sony CLIÉ™ handheld

## Notes

- You cannot transfer data from another CLIÉ handheld with **Memory Stick Backup**.
- You cannot transfer applications that you installed. You need to reinstall them in your CLIÉ handheld.
- Some third-party applications may operate only on your old CLIÉ handheld. For details, contact the application manufacturer.

## Transferring data using the Palm™ Desktop for CLIÉ software

For data of the basic Palm OS® applications such as **Address Book**, **Memo Pad**, **To Do List** and **Date Book**, you can use the Palm™ Desktop for CLIÉ software to transfer data from your old CLIÉ handheld to your new CLIÉ handheld by exporting and importing data.

Before you start transferring data, you need to perform the HotSync® operation between your previous CLIÉ handheld and the Palm™ Desktop for CLIÉ software for your new CLIÉ handheld, using a new user name you have never used. After performing the HotSync® operation following “Exchanging and updating data using the HotSync® operation” on page 45, follow the steps below.

- 1** Double-click [Palm Desktop for CLIÉ] icon on your Windows desktop.  
You can also click **Start**, then select **Programs (All Programs** in Windows XP), **Sony Handheld** and **Palm Desktop for CLIÉ** in Windows.  
The Palm™ Desktop for CLIÉ software starts.
- 2** Click the user name of your previous CLIÉ handheld from the **User** selector in the upper right corner of the screen.
- 3** Click the icon of an application you want to copy.
- 4** Click **Export** from the **File** menu.
- 5** Enter the file name and click **Export**.  
The data on your old CLIÉ handheld is exported.  
Change the location to save the application as needed.

*Continued on next page*

**6** Repeat step 3 through 5 to export data of other applications.

**7** Click the user name of your new CLIÉ handheld from the **User** selector in the upper right corner of the screen.

**Tip**

If you have never performed the HotSync® operation with your new CLIÉ handheld, click **Users** from the **Tools** menu. Click **New** in the **Users** dialog box and enter a new user name.

Then select the user name you just entered.

**8** Click **Import** from the **File** menu.

**9** Select the files you have exported in step 3 through 6 and click **Import**.

**10** Perform the HotSync® operation.

The data exported from your old CLIÉ handheld is copied onto your new CLIÉ handheld.

**Do not perform the HotSync® operation with the same user name in other CLIÉ handhelds**

If the HotSync® operation between your new CLIÉ handheld and the Palm™ Desktop for CLIÉ software for your old CLIÉ handheld is performed with the user name that has been used, the setting information that is specific to the old CLIÉ handheld will be also transferred with the data and some problems may arise. If you try performing the HotSync® operation in the same way with your old CLIÉ handheld, problems may also arise. Do not transfer data with the same user name.

### **The screen to select the user name is displayed when performing the HotSync® operation with your CLIÉ handheld**

Enter a name that is different from the user name of your old CLIÉ handheld. If the same user name is used, the Palm™ Desktop for CLIÉ software will not recognize your CLIÉ handheld properly and the data of the respective CLIÉ handhelds will be mixed or deleted.

Moreover, if you copy **Unsaved Preference** from another CLIÉ handheld to your CLIÉ handheld, you will not be able to manage your CLIÉ handheld with a new user name since the user name is also copied.

### **Note on performing the HotSync® operation with another CLIÉ handheld**

When using another CLIÉ handheld, install (overwrite) Palm™ Desktop for CLIÉ software that is supplied with your new CLIÉ handheld without deleting the Palm™ Desktop for CLIÉ software for your old CLIÉ handheld, from your computer.

The new Palm™ Desktop for CLIÉ software will be installed after uninstalling the old software except for the necessary features for your new CLIÉ handheld.

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For the latest information on support  
and accessories,  
check our official Sony CLIE website

For customers in the U.S.A. and Canada  
**<http://www.sony.com/clie/>**

For customers in Australia, Hong Kong, Malaysia,  
Mexico, New Zealand, Singapore, Taiwan and Thailand  
**<http://vaio-online.sony.com/clie/>**