



Compaq iPAQ Pocket PC H3900 Series

Reference Guide

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Compaq iPAQ Pocket PC H3900 Series Reference Guide
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Getting Acquainted

To use your Compaq iPAQ™ Pocket PC H3900 Series most effectively, start by learning how to:

- Register your iPAQ Pocket PC
- Charge your iPAQ Pocket PC
- Navigate through the interface
- Enter information

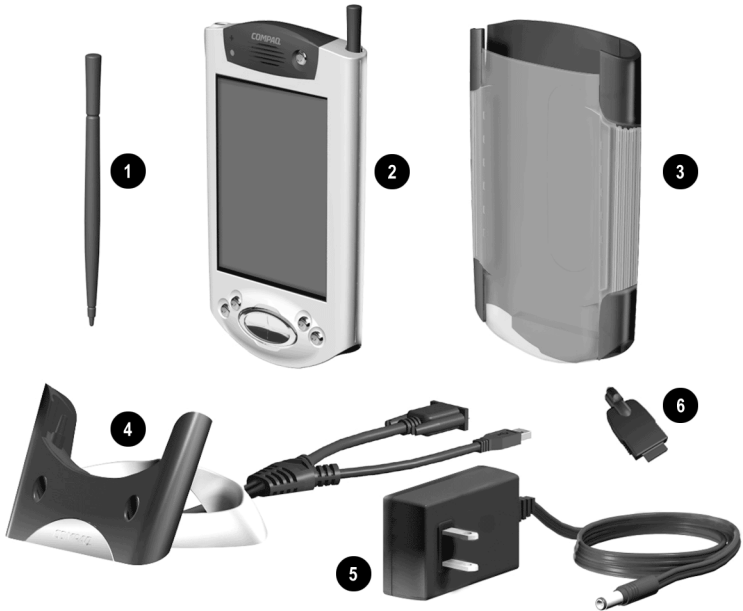
Because your iPAQ Pocket PC uses some power to maintain files in RAM and the clock, you need to recharge the battery regularly. Keep the iPAQ Pocket PC connected to the universal cradle or the AC adapter while you are at your desk. The best policy is to keep the iPAQ Pocket PC connected to your computer when working at your desk and carry your AC adapter and DC adapter plug with you when traveling. Your iPAQ Pocket PC is shipped with a charge on the battery. You may want to ensure that it is fully charged before synchronizing.



CAUTION: Because most of the applications and data you install on your iPAQ Pocket PC are held in memory, you will need to reinstall them if the battery completely discharges.

What is in the Box?

Your iPAQ Pocket PC ships with:



- ❶ Extra stylus
- ❷ iPAQ Pocket PC H3900 series
- ❸ Protective cover pack
- ❹ Universal cradle for both USB and serial connections with tether
- ❺ AC adapter
- ❻ DC adapter plug

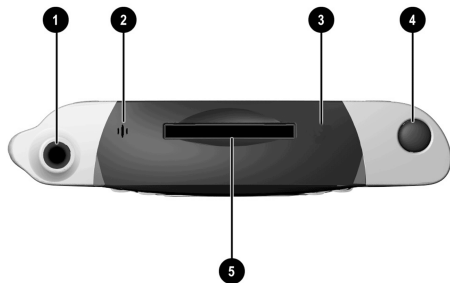
The package also includes:

- The Getting Started Guide
- Compaq iPAQ Pocket PC Companion CD which contains:
 - ❑ Microsoft® ActiveSync 3.5 software
 - ❑ Add-on software and applications
 - ❑ Detailed eBook guide, which you can copy to your iPAQ Pocket PC
 - ❑ Interactive reference guide
 - ❑ Comprehensive printable reference guide in .pdf format

If items are missing, contact Customer Support at the numbers provided in the *Worldwide Telephone Numbers* booklet.

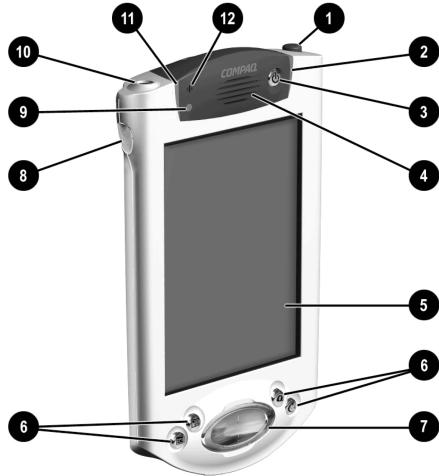
Top Panel

1. **Stereo Headphone Jack**
2. **Microphone**
3. **Infrared/Universal Remote Port:**
beams information with other mobile devices
4. **Stylus:** push to eject, push to lock
5. **Secure Digital Expansion Slot:** holds a Secure Digital (SD) card



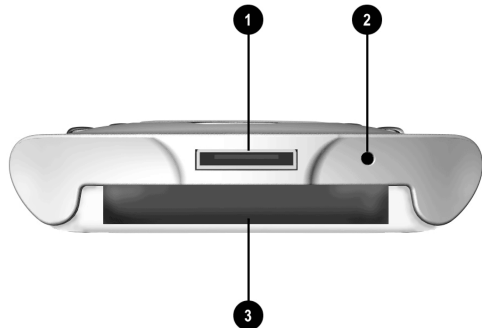
Front Panel

1. **Stylus:** push to eject, push to lock
2. **Power Indicator:** amber flash = charging; amber solid = charged; green = alarm
3. **Power Button**
4. **Speaker:** alarms, recordings
5. **Color Display**
6. **Programmable Application Buttons 1-4** (left to right): default setting for button 1 is Calendar, button 2 is Contacts, button 3 is Inbox, button 4 is iPAQ Task
7. **Navigation Button:** scroll through a list
8. **Record/Application Button**
9. **Light sensor:** adjusts backlight
10. **Stereo Headphone Jack**
11. **Active Bluetooth Indicator:** flashes when Bluetooth radio is on (Bluetooth models only)
12. **Microphone**



Bottom Panel

1. **Charging/Communications Port:** connect to universal cradle, USB, or serial cable
2. **Unit Reset Switch:** reset with stylus
3. **Expansion Pack Connector:** connect to an optional Expansion Pack



Register Device

You can receive the latest information on your iPAQ Pocket PC as well as special offers on iPAQ Pocket PC accessories and software by mailing the *Register Now* card included in the shipping box (North America units only).

Know Your Charging Options

Because your iPAQ Pocket PC uses some power to maintain the clock and RAM, you need to recharge the battery regularly. You can use the universal cradle or AC adapter to charge your iPAQ Pocket PC.



CAUTION: Because most of the applications and data you install on your iPAQ Pocket PC are held in memory (RAM), you will need to reinstall them if the battery completely discharges.

Charge with the universal cradle

You can charge your iPAQ Pocket PC with the universal cradle. Use the universal cradle to:

- Synchronize with your computer
- Recharge the battery of an optional expansion pack, if you have purchased one (for example, recharge the battery of the Dual-Slot PC Card Expansion Pack)

1. Plug the AC adapter of the universal cradle into an outlet.



2. Slide the bottom of your iPAQ Pocket PC into the universal cradle and push firmly.



The amber charge light blinks when your iPAQ Pocket PC is recharging the battery. The amber charge light is solid (nonblinking) when the battery is fully charged.



3. Microsoft ActiveSync 3.5 opens on your computer and recognizes your iPAQ Pocket PC.

Charge with the AC Adapter

You can charge your iPAQ Pocket PC using the AC adapter. If you purchased an optional expansion pack, you can use the AC adapter to recharge the battery of an optional expansion pack (for example, recharge the battery of the Dual-Slot PC Card Expansion Pack).

The standard adapter works in any household outlet. You can also purchase one that works in your car's cigarette lighter or a 12-volt power outlet.



CAUTION: Use only Compaq recommended AC adapters.

1. Locate the AC adapter.
2. Plug the AC adapter into an outlet.
3. Insert the DC adapter plug into the bottom of your iPAQ Pocket PC.



4. Insert the AC adapter plug into the DC adapter plug.



Adjust the standby setting

You can preserve battery time by adjusting the standby setting. During standby, the unit turns off so very little power is being consumed. This helps to preserve programs and data stored in the RAM.

It is recommended that you select a lower standby period if you use the Pocket PC for extended periods of time. A lower standby period increases the usable battery time.

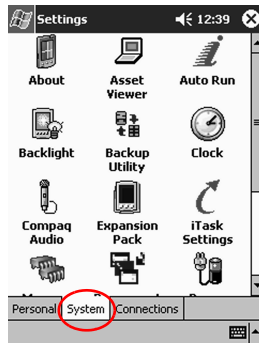
On the other hand, it is recommended that you select a higher standby period if you leave your Pocket PC off for extended periods of time without re-charging it. A higher standby period decreases the usable battery time and allocates it for standby usage.

For more information on using the Standby Setting, tap Help from the Start menu.

1. From the **Start** menu, tap **Settings**.

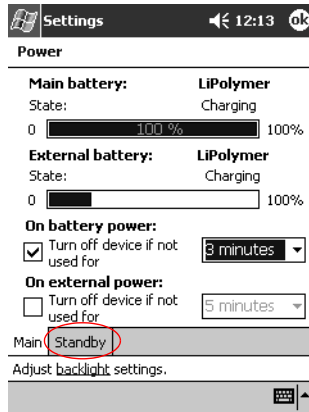


2. Tap **System**.

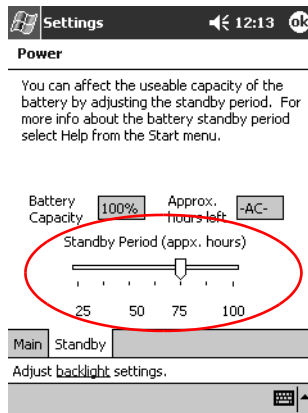


3. Tap the **Power** icon.

4. Tap **Standby**.



5. Drag the pointer to adjust the standby period.



A lower standby period setting increases the usable battery time. A higher standby period setting decreases the usable battery time and increases the standby power to help preserve programs and data in the RAM.

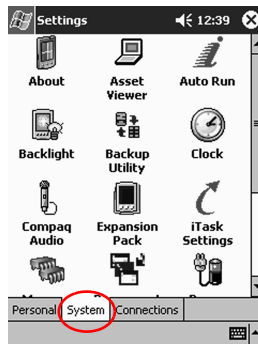
Change the backlight settings

You may want to change the backlight settings to conserve more battery power.

1. From the **Start** menu, tap **Settings**.

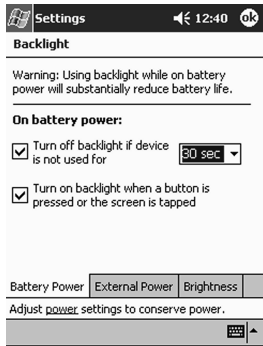


2. Tap **System**.



3. Tap **Backlight**.

4. Select the backlight settings.



Changing the Backlight Settings

On the...	Select when to use the...
Battery Power tab	Backlight on battery power.
External Power tab	Backlight on external power.
Brightness tab	Appropriate level of backlight. Slide the bar to the lowest level to conserve the most power.

Customize Settings

You can navigate through the iPAQ Pocket PC interface in three ways:

- Tap
- Tap and hold
- Press application buttons

Tap the screen with the pointed tip of your stylus to open applications and make selections. For example, tap the **Start** menu to see a list of applications available.

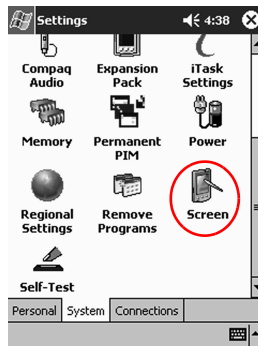
Tap and hold an area on the screen to see a pop-up menu.

Press an application button on the front panel to quickly turn on the screen and open your Calendar, Contacts, Inbox, or iTask, if you have not changed the default settings to the buttons.

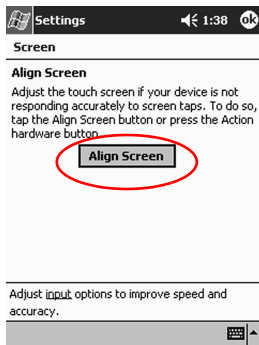
Realign the screen

When you turn on the screen of your iPAQ Pocket PC for the first time, you are guided through the alignment process. Realign your screen if:

- The iPAQ Pocket PC does not respond accurately to your taps
 - You performed a hard reset of your iPAQ Pocket PC
1. From the **Start** menu, tap **Settings**.
 2. Tap **System**.
 3. Tap the **Screen** icon.



4. Tap the **Align Screen** button.



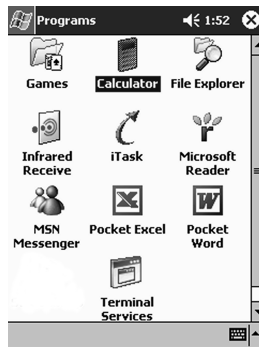
5. Tap the cross-hair object at each location. Be precise when you tap the cross-hair object.
6. Tap **OK**.

Open applications

Most applications on your iPAQ Pocket PC are only two taps away from any screen. Open any application on your iPAQ Pocket PC from the **Start** menu.

Hint: Open an application by assigning it to an application button.

1. Tap **Start** or the **Microsoft** logo.
2. Tap **Programs**.
3. Tap the application title or icon.



Minimize applications

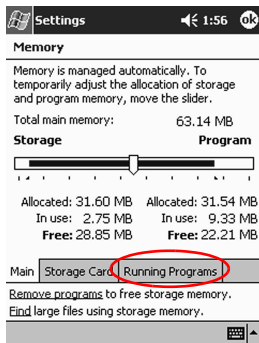
From the application you would like to minimize, tap the **x**.

Close applications

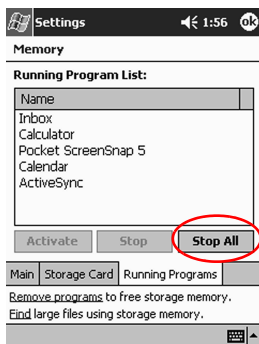
Applications should close automatically as you open new applications. However, if your iPAQ Pocket PC is running slowly, you can manually close applications.

1. From the **Start** menu, tap **Settings**.
2. Tap **System**.
3. Tap **Memory**.

4. Tap **Running Programs**.



5. Tap **Stop All** or select a particular application, then tap **Stop**.



Install applications

You can install applications on your iPAQ Pocket PC from your:

- Computer by using Microsoft ActiveSync 3.5
- iPAQ Pocket PC if the application file has a .cab extension
- iPAQ Pocket PC or your computer by copying an application file that has an .exe or .cef extension

When installing applications, look for the correct version for the iPAQ Pocket PC.

Hint: Install important applications to the iPAQ File Store folder located in the File Explorer on your iPAQ Pocket PC. Applications in iPAQ File Store are held in ROM and will not be lost if you perform a hard reset of your iPAQ Pocket PC or if the battery loses its charge. iPAQ File Store can store between 5 and 6 MB of information, depending on the model.

1. Follow the instructions in the installation wizard to install applications from your computer.
2. Tap the application file in File Explorer and follow the instructions in the installation wizard to install applications from your iPAQ Pocket PC.

From the **Start** menu, tap **Programs**, then tap **File Explorer** to open File Explorer.

3. Tap the application file to install and move it to the **Programs** folder on your iPAQ Pocket PC.
4. If your application does not run, insert the stylus for 1 second into the **Unit Reset** switch on the bottom of your iPAQ Pocket PC.

Set the time for home

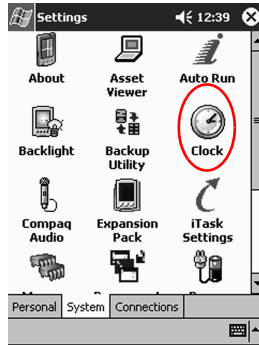
When you turn on the screen of your iPAQ Pocket PC for the first time, you are guided through setting the time. You will need to set the time again if

- The battery completely discharges
- You perform a hard reset of your iPAQ Pocket PC

Hint: From the **Today** screen, tap the **Clock** icon to set the time.

1. From the **Start** menu, tap **Settings**.
2. Tap **System**.

3. Tap **Clock**.



4. Verify **Home** is selected or Tap **Home**.



5. Tap the **time-zone** down arrow, then select your home time zone.

6. Tap the hour, minutes, or seconds, then use the up and down arrows to adjust the time.

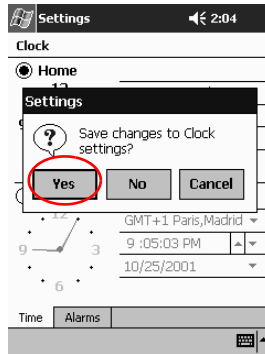


You can adjust the time by moving the hands of the clock with the stylus.

7. Tap **AM** or **PM**.

8. Tap **OK**.

9. Tap **Yes** to save the time.



Set the time for a location you are visiting

Set the time for a location you are visiting.



From the **Today** screen, tap the **Clock** icon to set the time.

1. From the **Start** menu, tap **Settings**.
2. Tap **System**.
3. Tap **Clock**.
4. Tap **Visiting**.



5. Tap the **time-zone** down arrow, then select the time zone you are visiting.
6. Tap the hour, minutes, or seconds, then use the up and down arrows to adjust the time.

You can adjust the time by moving the hands of the clock with the stylus.

7. Tap **AM** or **PM**.
8. Tap **OK**.
9. Tap **Yes** to save the time.

Set the date

When you turn on the screen of your iPAQ Pocket PC for the first time, set the date. Set the date again if:

- The battery discharges completely
 - You perform a hard reset of your iPAQ Pocket PC
 - From the **Today** screen, tap the **Clock** icon to set the date.
1. From the **Start** menu, tap **Settings**.
 2. Tap **System**.
 3. Tap **Clock**.

4. Tap the date down arrow.



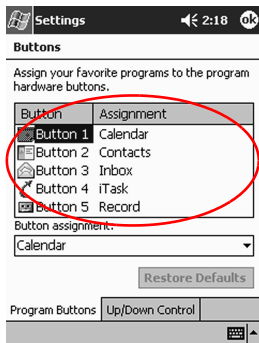
5. Tap the left or right arrow to select a month and year.
6. Tap a day.
7. Tap **OK**.
8. Tap **Yes** to save the date.

Customize the application buttons

You can quickly open your Calendar, Contacts, Inbox, or iTask applications by pressing an application button on the front panel of your iPAQ Pocket PC. If you want to open other applications with those buttons, then you must change the default assignments.

1. From the **Start** menu, tap **Settings**.
2. Tap **Buttons**.

3. Tap the button you want to change.



4. Tap the **button-assignment** down arrow.

5. Tap an application.



6. Tap **OK**.

Use iPAQ Backup

iPAQ Backup protects your data from hardware failures, loss of battery power, and accidental deletions.

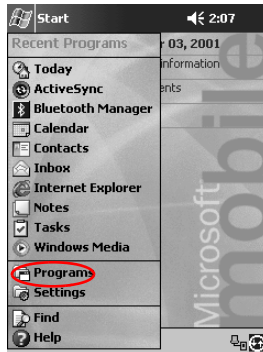
Using iPAQ Backup, you can:

- Back up and restore selected files, folders, and databases on your Pocket PC
- Copy the entire Pocket PC system state (for example, the registry, user and system databases, and data files)
- Schedule regular backup

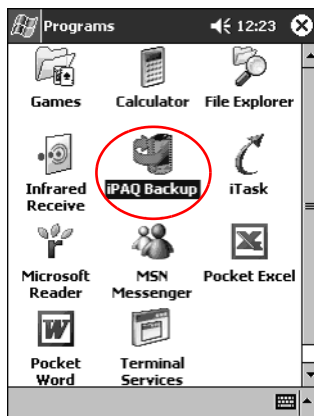
Back up files, registry and databases

You can back up files, registry, and databases. A backup file can be saved to a media (for example, storage card or hard drive) that you could use for storing any other file.

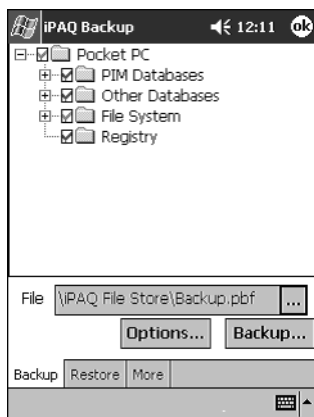
1. From the **Start** menu, tap **Programs**.



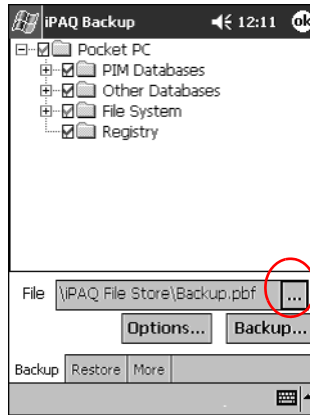
2. Tap **iPAQBackup**.



3. Select files, folders, or databases from the tree view.



4. Tap the ... button.



5. Enter a name and saving location for the back up data, then tap **OK**.



6. Tap **Options...** to set backup options.

7. Select whether to:
 - a. Compress and/or encrypt data
 - b. Exclude files from the backup

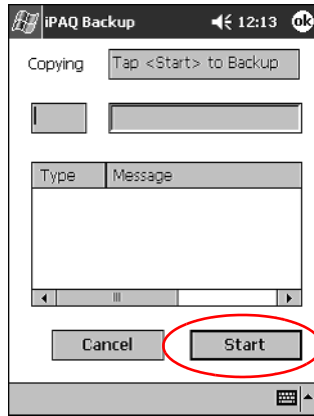


Selecting backup options

If you select...	Then...
Compress Data	The back up file will be smaller, but the process will take longer.
Encrypt Data	The backup file (*.sif) will be encrypted. The user must enter an alphanumeric password (6-15 digits) to proceed with the backup then re-enter the password to restore the data.
Stop Process Before Backup	All active applications will be closed prior to the backup.
Exclude	iPAQ backup (*.sif), program (*.exe and *.dll), log (*.log), and storage card files are excluded from the backup.

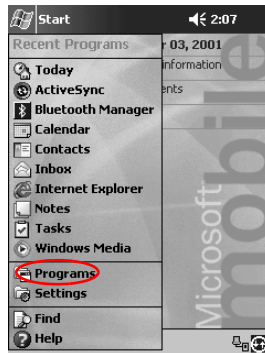
8. Tap **OK**.

9. Tap the **Backup...** button.
10. Tap the **Start** button.

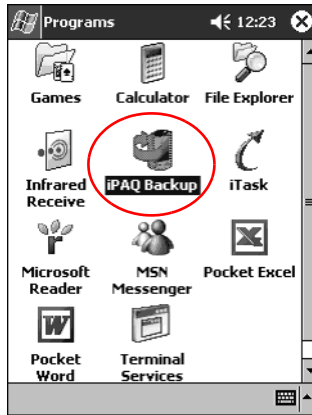


Restore back up files, registry, and databases

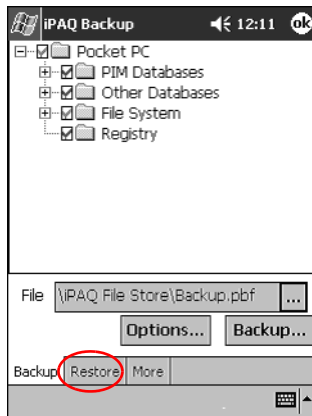
1. From the **Start** menu, tap **Programs**.



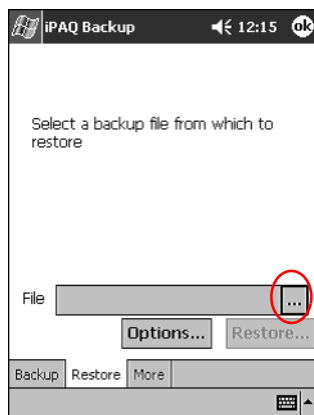
2. Tap **iPAQBackup**.



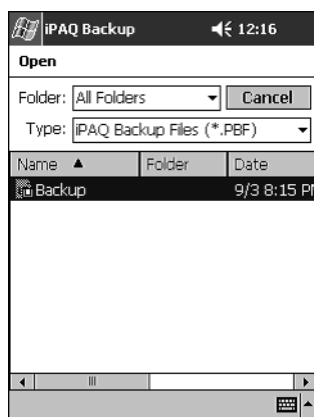
3. Tap the **Restore** tab.



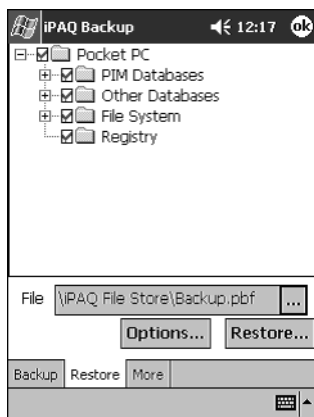
4. Tap the ... button in the **File** field.



5. Select a back up file.



6. Select the data you want to restore from the tree view.



7. Tap **Options...** to set restore options.

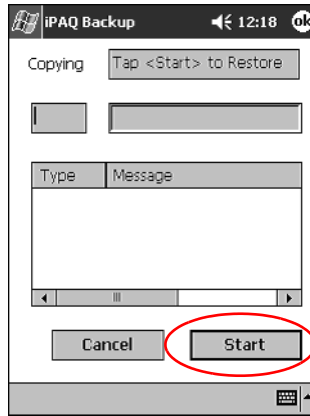


It is recommended that you shut down all active applications prior to restoring files.



8. Tap **OK**.

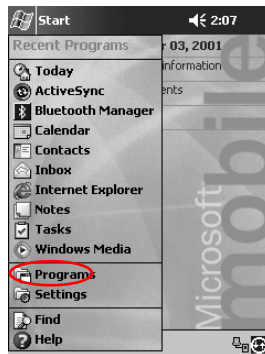
9. Tap the **Restore** button.
10. Tap the **Start** button.



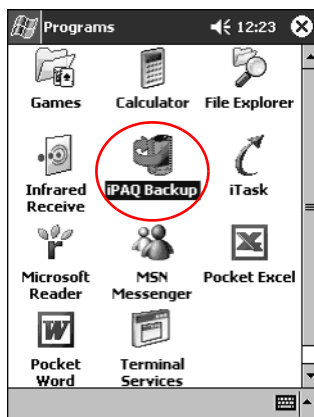
Schedule a backup

You can schedule a backup to run at a certain time and date.

1. From the **Start** menu, tap **Programs**.

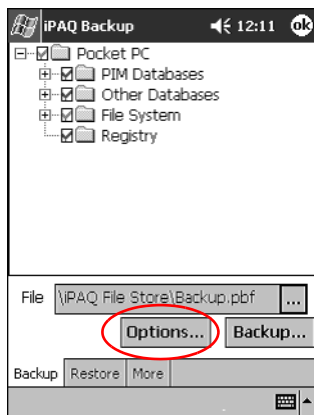


2. Tap **iPAQBackup**.

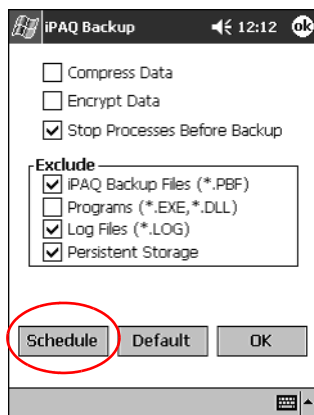


3. Tap the **Backup...** tab.

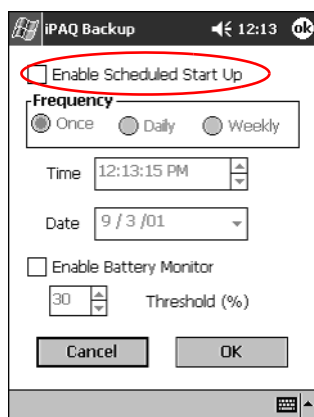
4. Tap the **Options...** button.



5. Tap the **Schedule** button.



6. Select **Enable Scheduled Start Up**.



7. Select one of the **Frequency** radio buttons.

Selecting a frequency for backup

If you select...	Then the backup will...
Once	Begin at a designated future time and date.
Daily	Occur at the same time each day.
Weekly	Occur on a scheduled day at a certain time each week.

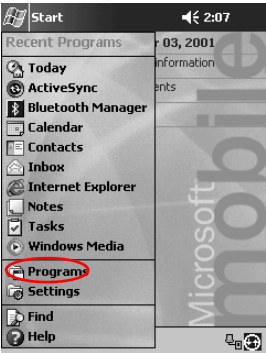
8. Tap **OK**.

Monitor the battery

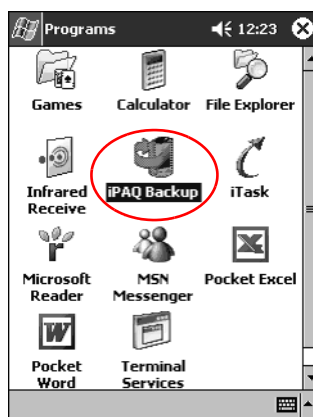
You can monitor the state of the battery and be notified when the battery falls below a specified threshold. You can then elect to:

- **Dismiss** which cancels the notification and battery monitoring service
- **Snooze** for a certain period of time then receive the battery notification again
- **Run** which starts the iPAQ Backup program

1. From the **Start** menu, tap **Programs**.

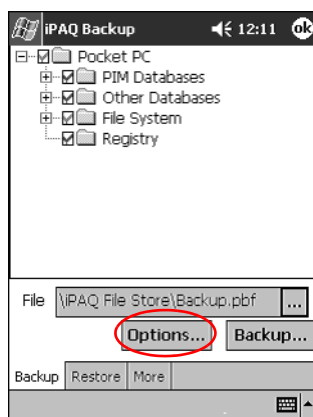


2. Tap **iPAQBackup**.

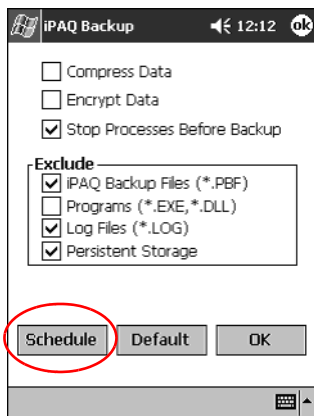


3. Tap the **Backup...** tab.

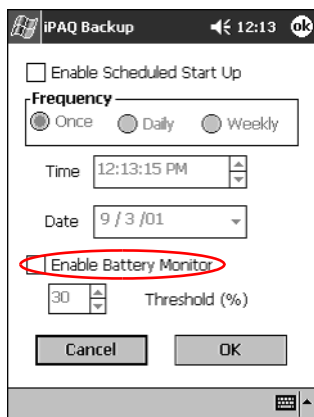
4. Tap the **Options...** button.



5. Tap the **Schedule** button.



6. Select **Enable Battery Monitor**.



7. Select a **Threshold(%)** value.



The **Threshold(%)** value must be between 90% and 10%.

8. Tap **OK**.

Enter Information

You can enter letters, symbols, and numbers on the iPAQ Pocket PC screen by:

- Tapping the Keyboard
- Writing with the stylus and using the Letter Recognizer, Transcriber, or Block Recognizer to create text
- Drawing and writing with the stylus

You can tap the keyboard or write with the Letter Recognizer, Transcriber, or Block Recognizer in any application. You can use the stylus to draw and write on the screen in the Notes application and from any **Notes** tab in the Calendar, Contacts, and Tasks applications.



As you type or write, the iPAQ Pocket PC suggests words for you in a box above the Keyboard, Letter Recognizer, or Block Recognizer but not in the Transcriber. You can determine when the suggestions occur (for example, decide how many letters you must enter before the Letter Recognizer will make suggestions) and how many words are suggested.

Change word suggestion options

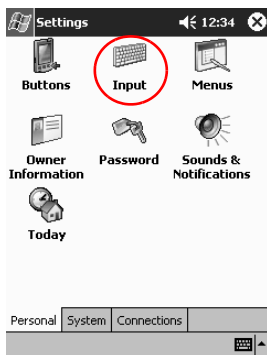
You can determine:

- If words are suggested
- The number of letters you must enter before a word is suggested
- The number of words that are suggested per entry
- If you do not want any words suggested, tap the check box next to “Suggest Words When Entering Text.”

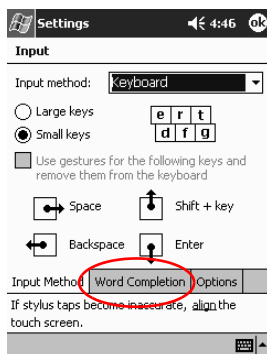
1. From the **Start** menu, tap **Settings**.



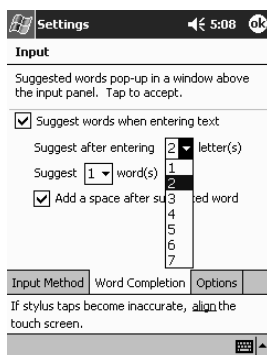
2. Tap **Input**.



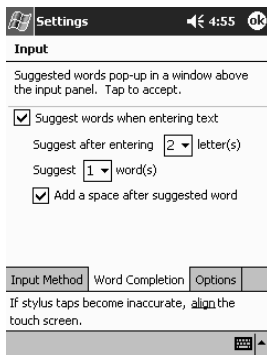
3. Tap **Word Completion**.



4. Determine how many letters you want to type before a suggestion is made, then tap the down arrow associated with letters.



- Determine how many words you want suggested, then tap the down arrow associated with words.



- Tap **OK**.

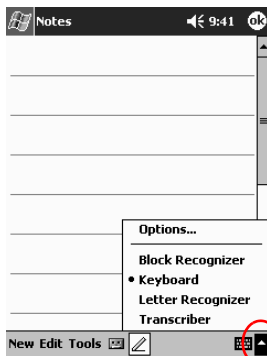
Type with the On-screen Keyboard

You can enter typed text directly on the screen by tapping letters, numbers, and symbols on the Keyboard.

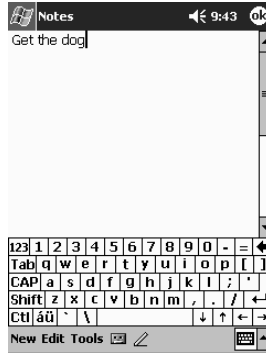


To see the symbols, tap the **123** or **Shift** key.

- From any application, tap the up arrow next to the **Input Panel** icon.



2. Tap **Keyboard** to display a keyboard on the screen.
3. Tap a letter, symbol, or number to enter information.

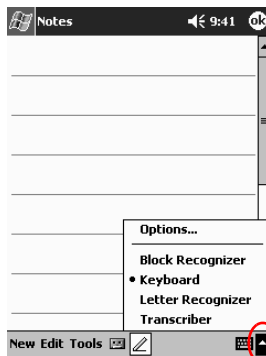


4. Tap **OK**.

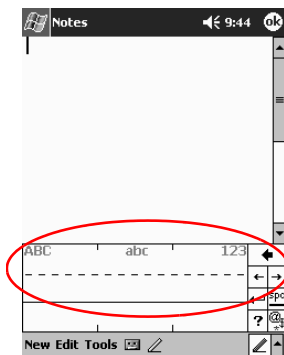
Write with the stylus and the Letter Recognizer

You can write letters, numbers, and symbols on the screen using the stylus and the Letter Recognizer. You create words and sentences by writing in upper case (ABC), lower case (abc), and symbols (123) in specific areas.

1. From any application, tap the up arrow next to the **Input Panel** button.



2. Tap **Letter Recognizer**.
3. Write a letter or symbol between the dashed line and baseline.
 - a. Write a letter between the hatch marks labeled **ABC** to display in upper case.
 - b. Write a letter between the hatch marks labeled **abc** to display in lower case.
 - c. Write a number or symbol between the hatch marks labeled **123**.



Hint: You should write characters between the dashed line and baseline for the character recognizer to work effectively. If you are writing a letter like “p,” write the top portion within the dashed line and baseline, and the tail portion below the baseline.

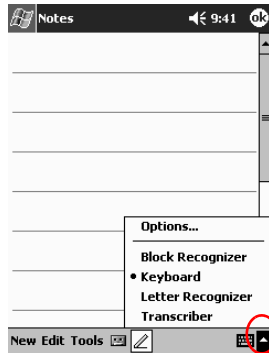
If you writing a letter like “b,” write the bottom portion within the dashed line and baseline, and the top portion above the dashed line.

4. What you write will be converted to text.

Write with the stylus and the Transcriber

You can write words, letters, numbers, and symbols anywhere on the screen using the stylus and Transcriber.

1. From any application, tap the up arrow next to the **Input Panel** button.



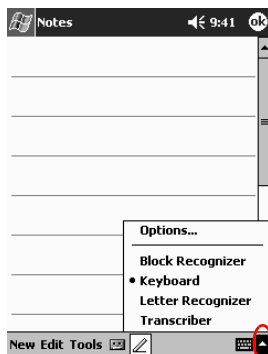
2. Tap **Transcriber**.
3. Write on the screen.
4. What you write will be converted to text.



Write with the stylus and Block Recognizer

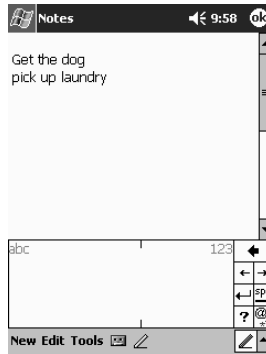
You can write letters, numbers, and symbols using the stylus and Block Recognizer. You create words and sentences by writing letters and numbers in specific areas.

1. From any application, tap the up arrow next to the **Input Panel** button.



2. Tap **Block Recognizer**.
3. Write a word, letter, or symbol between the hatch marks.
 - a. Write a letter between the hatch marks labeled “abc” to type text.
 - b. Write a number or symbol between the hatch marks labeled “123” to type numbers or symbols.

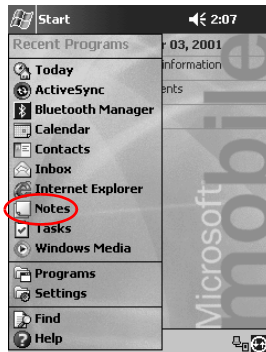
4. What you write will be converted to text.



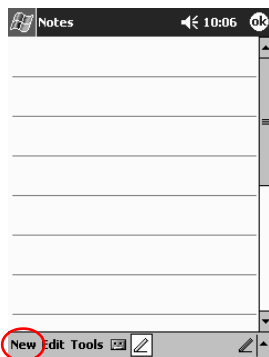
Draw and write on the screen

Use the stylus as a pen to draw and write on the screen in the Notes application or from the **Notes** tab in Calendar, Contacts, or Tasks.

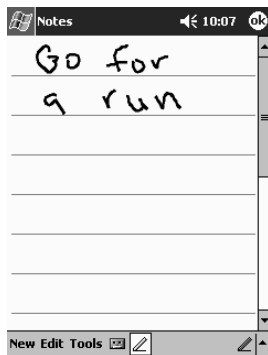
1. From the **Start** menu, tap **Notes**.



2. Tap **New**. Otherwise, tap the **Notes** tab in Calendar, Contacts, or Tasks, then tap the **Pen** icon.



3. Draw and write on the screen.



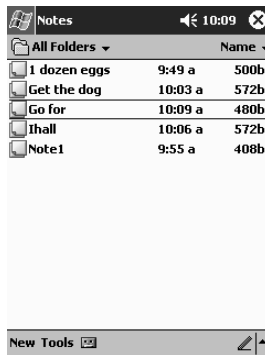
4. Tap the **Pen** icon.
5. Tap **OK**.

Convert writing to text

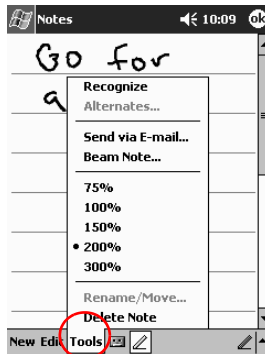
Convert your writing to text when you write with the pen in the Notes application or from the Notes tab in:

- Calendar
- Contacts
- Tasks

1. From the **Start** menu, tap **Notes**. Otherwise, tap the **Notes** tab in Calendar, Contacts, or Tasks.
2. Tap a note to open it.



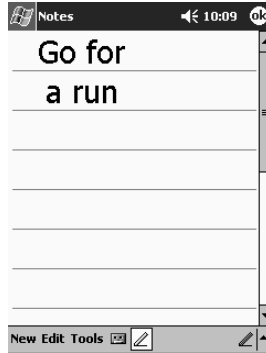
3. Tap **Tools**.



4. Tap **Recognize**.



To convert a particular word or phrase, highlight it before you tap **Recognize**. If you select more than one word and one is not recognized, all the other words will be converted. The unrecognized word will remain written.



5. Tap **OK**.

View Images

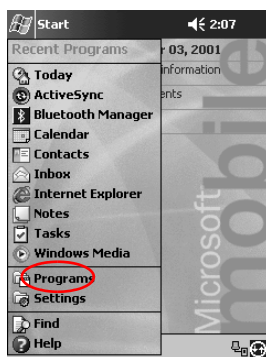
You can use the iPAQ **Image Viewer** to view BMP, JPEG, and PNG images.

Using the Image Viewer, you can:

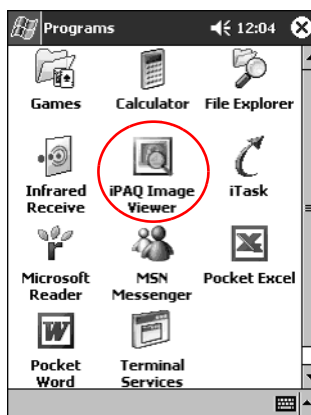
- Create a slide show of images
- Sort and rotate images
- Adjust the timing between images in a show
- Set a variety of transition effects

Locate an image

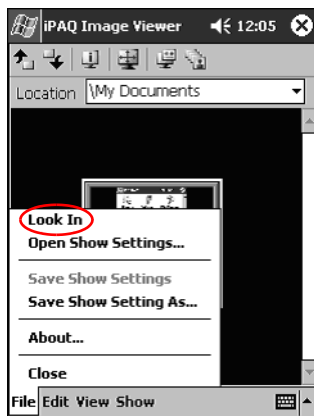
1. From the **Start** menu, tap **Programs**.



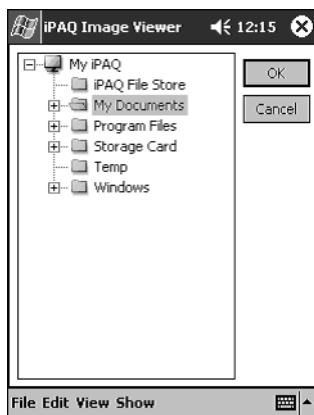
2. Tap **iPAQ Image Viewer**.



3. Tap **File**, then **Look In**.



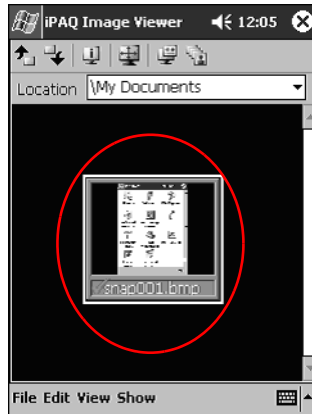
4. Select a file from the tree structure, then tap **OK**.



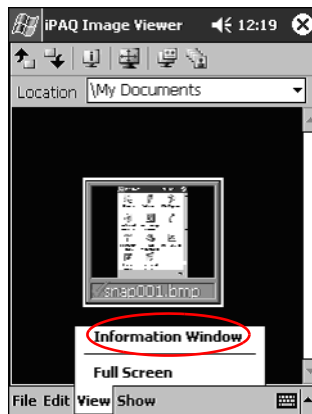
View image information

You can view the image size and type, date taken and modified, color, and file size of an image.

1. Locate an image (see section “Locate an image”).
2. Tap image to select it.



3. Tap **View**, then **Image Information**.

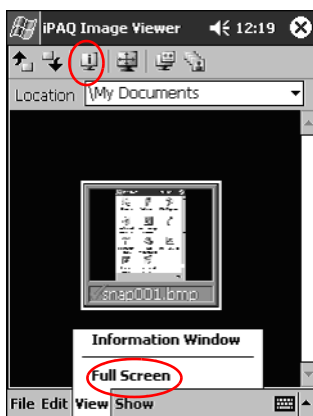


Change the view

Images are displayed in the thumbnail view by default. The iPAQ Image Viewer opens showing the images in the **Thumbnail View**. This is the default setting when opening images in the iPAQ Image Viewer.

You can change the view to full screen by:

- Double clicking a thumbnail
- Tapping **View**, then **Full Screen**
- Tapping the **View Full Screen** icon

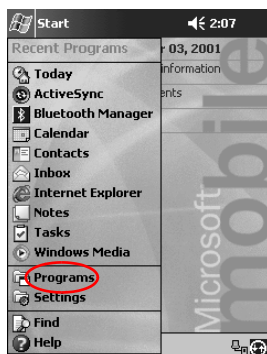


Create a Slide Show

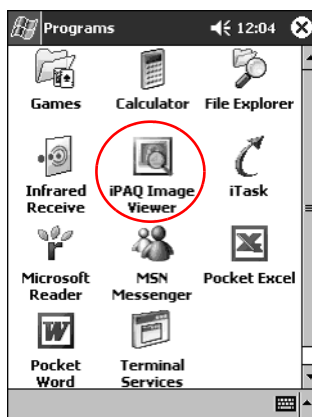
You can put images together to create a slide show and control display options like:

- Orientation
- Zoom
- Image Quality
- Transition Effect
- Timing

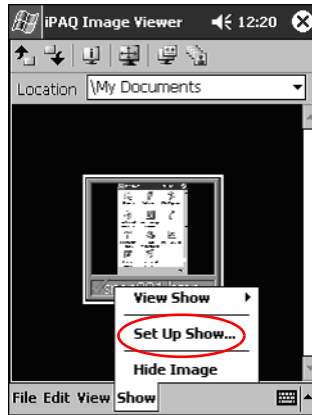
1. From the **Start** menu, tap **Programs**.



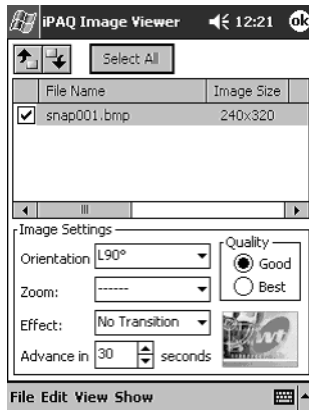
2. Tap **iPAQ Image Viewer**.



3. Tap **Show**, then **Set up Show....**



4. Select images for the show and modify any image settings.



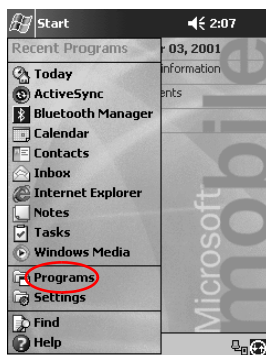
To change settings for all images in the show, click the **Select All** button.

5. Tap **OK**.

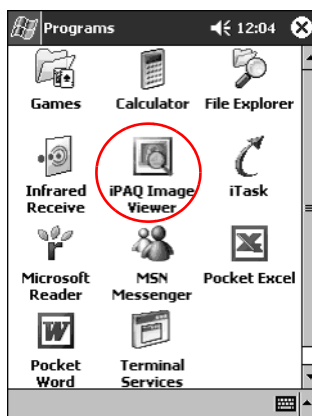
Save a slide show

You can save the show settings and use them again.

1. From the **Start** menu, tap **Programs**.

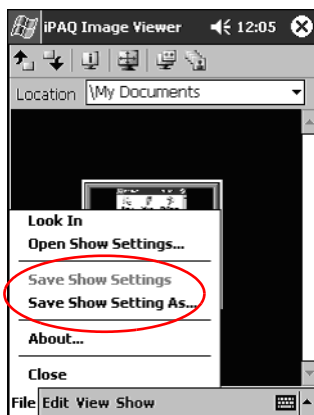


2. Tap **iPAQ Image Viewer**.

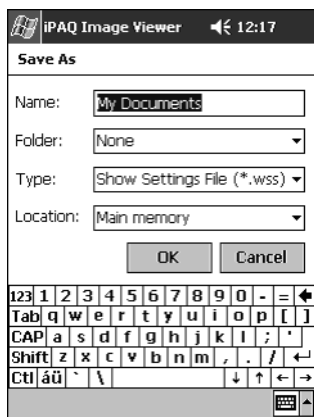


3. Create slide show (see section “Create a slide show”).

4. Tap **File**, then **Save Show Settings** or **Save Show Settings As**.



5. Enter the name and location where you want to save the settings.

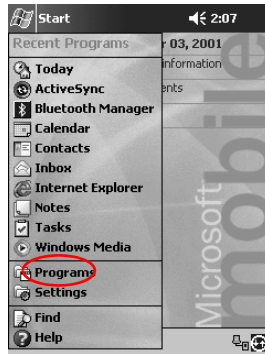


6. Tap **OK**.

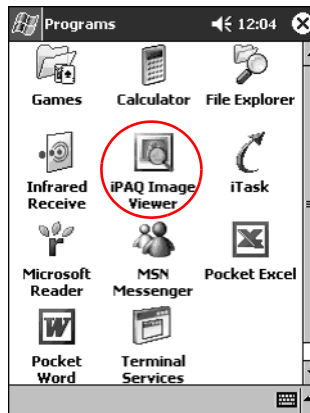
Open a slide show

You can open a saved show settings.

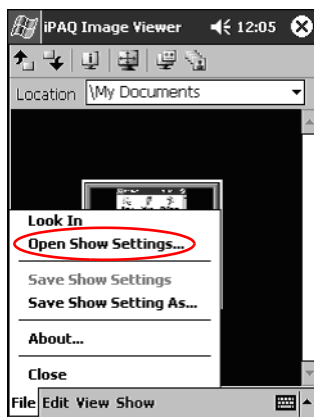
1. From the **Start** menu, tap **Programs**.



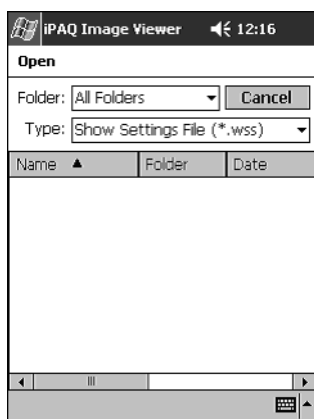
2. Tap **iPAQ Image Viewer**.



3. Tap **File**, then **Open Show Settings...**



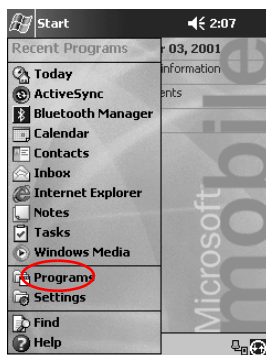
4. Select the show setting.



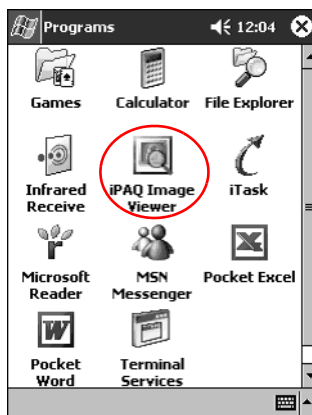
Sort image files

You can sort images in the show.

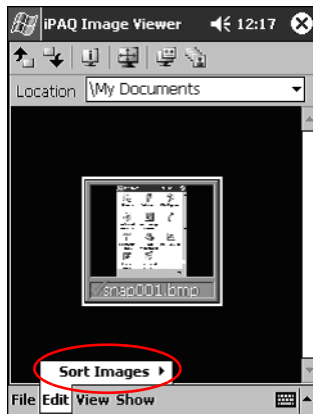
1. From the **Start** menu, tap **Programs**.



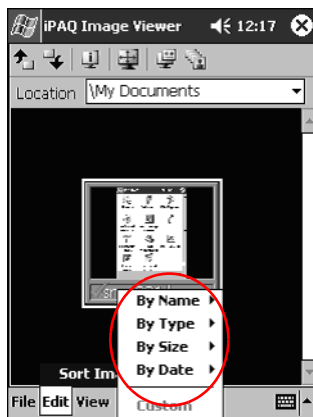
2. Tap **iPAQ Image Viewer**.



3. Tap **Edit**, then **Sort Images**.

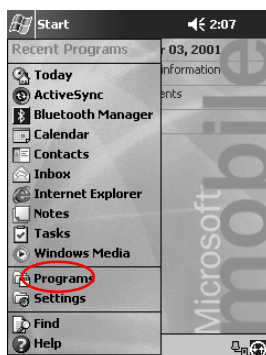


4. Select sort order. You can sort by ascending or descending name, type, size, or date.

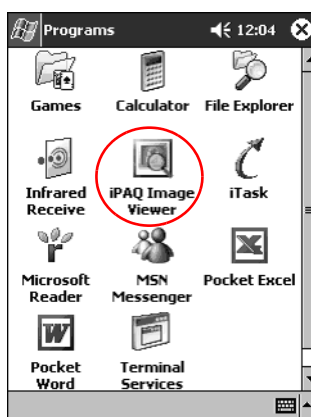


View slide show

1. From the **Start** menu, tap **Programs**.



2. Tap **iPAQ Image Viewer**.

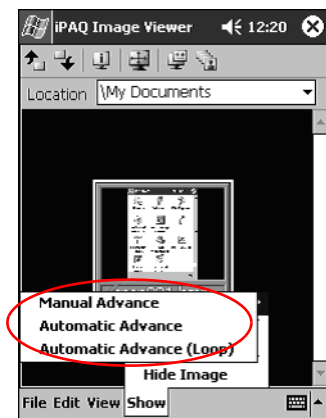


3. Create (see section “Create a slide show”) or open existing slide show (see section “Open a slide show”).

4. Tap **Show**, then **View Show**.



5. Select how to advance the images in the show. You can select to manually advance, automatically advance, or use a loop.



Communicating

Your Compaq iPAQ Pocket PC H3900 Series lets you communicate in many ways:

- Connect to a computer
- Connect to the Internet or your network
- Communicate with other devices
- Create and organize contacts
- Use the e-mail Inbox
- Record messages with the microphone
- Take notes

Connect to a Computer

You connect your iPAQ Pocket PC to your computer using Microsoft ActiveSync 3.5 and either a USB or serial cable and a cradle or an infrared connection.

With Microsoft ActiveSync 3.5, you can

- Synchronize information manually or automatically with applications on your computer
- Synchronize information on your server while connected to your computer
- Move files to and from your computer

- Install applications on your iPAQ Pocket PC
- Back up and restore information using the Microsoft ActiveSync 3.5 Backup/Restore utility

Sync with computer



CAUTION: For synchronization to work properly, install Microsoft ActiveSync 3.5 before you connect your iPAQ Pocket PC to your computer.

During installation, you can

- Create partnerships, which allow you to synchronize information with multiple computers
- Select the information to synchronize with your iPAQ Pocket PC (for example, Contacts, Calendar, Inbox, Tasks, Favorites, Files, Notes, and AvantGo)

Hint: If you have selected to synchronize files, you should drag and drop the selected files from your computer to the synchronized folder for your Compaq iPAQ Pocket PC on your desktop. If you named your Pocket PC, PC1, when you created your partnership, then the synchronized folder is named “PC1.”

When you synchronize, the files move to your iPAQ Pocket PC.

1. Insert the Compaq iPAQ Pocket PC Companion CD into your computer.

2. Follow the instructions in the installation wizard. For more help, click the ActiveSync **Help** button during installation.



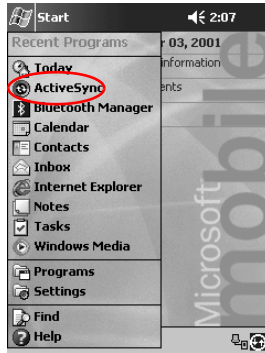
The information you selected will automatically synchronize when your installation is complete.

Use the serial infrared (IR) connection

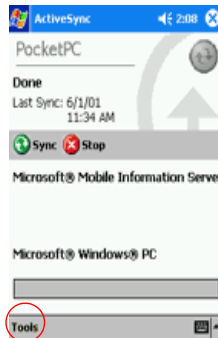
After setting up a connection with a USB or serial cable and a cradle, synchronize your iPAQ Pocket PC and your computer using an infrared connection if you have an infrared port or an infrared USB adapter installed on your computer. The infrared connection option works only on computers that have Windows 98, Me or 2000 operating systems installed.

1. “Sync with computer” using a USB or serial cable and a cradle.
2. Follow your computer manufacturer’s instructions to install and set up an infrared port.
3. Place your iPAQ Pocket PC and the infrared port so they are unobstructed and within 12 inches of each other.

4. From the **Start** menu, tap **ActiveSync**.

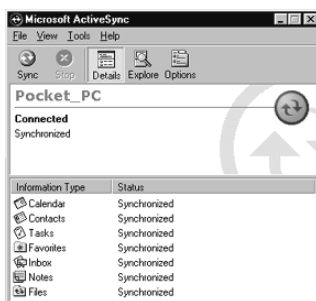


5. Tap **Tools**.



6. Tap **Connect via IR**.

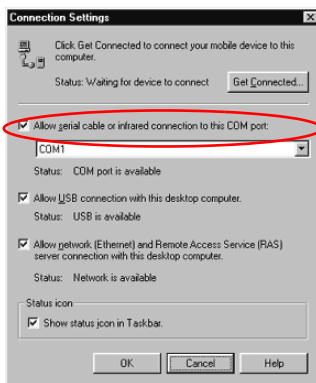
7. From your computer, open Microsoft ActiveSync. From the **Start** menu, click **Programs**, then click **Microsoft ActiveSync**.



8. From the **File** menu, select **Connection Settings**.



9. Click “Allow serial cable or infrared connection to this COM port.”



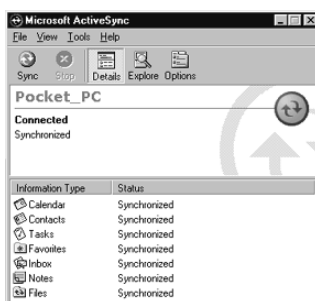
10. Click the down arrow and choose **Infrared Port (IR)**.
11. Align the IR ports to establish a connection.
12. Move the devices away from each other to disconnect.

Change synchronization settings

You can change your synchronization settings for Microsoft ActiveSync 3.5 to:

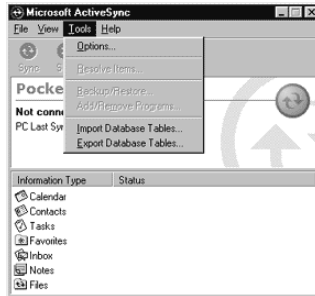
- Change when your iPAQ Pocket PC synchronizes with your computer
- Change when your iPAQ Pocket PC synchronizes with your server
- Change the type of connection from your iPAQ Pocket PC to your computer (for example, serial, USB, or infrared connections)
- Select the files and information to synchronize with your computer

- Select the files and information you do not want to synchronize with your computer (for example, e-mail attachments)
 - Determine how conflicts between information on your iPAQ Pocket PC and information on your computer are handled
1. From your computer, open Microsoft ActiveSync. From the **Start** menu, click **Programs**, then click **Microsoft ActiveSync**.

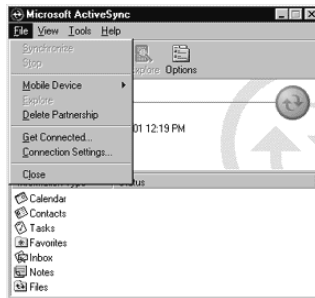


2. From the **Tools** menu, click **Options**.
 - a. On the **Sync Options** tab, select the files and information to synchronize with your computer.
 - b. On the **Sync Mode** tab, select when your iPAQ Pocket PC synchronizes with your computer.

- c. On the **Rules** tab, determine how conflicts between information on your iPAQ Pocket PC and information on your computer are handled.



3. From the **File** menu, click **Connection Settings**. Select the type of connection that will be allowed between the iPAQ Pocket PC and computer.



Move files

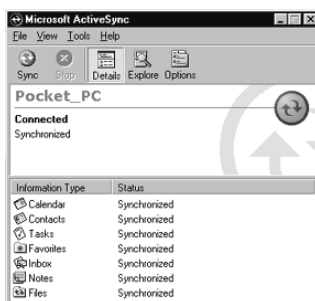
If you have not selected to synchronize files, move files to and from your computer using **Explore** in ActiveSync 3.5 and Windows Explorer.

Hint: You should move important information to the **iPAQ File Store** folder located in the **File Explorer** on your iPAQ Pocket PC. Information in **iPAQ File Store** is held in ROM and will not be lost if you perform a hard reset of your iPAQ Pocket PC or if the battery loses its charge. **iPAQ File Store** can store between 5 and 6 MB of information, depending on the model.



CAUTION: You should move your files directly into My Documents or into a folder inside your My Documents folder, so the applications on your iPAQ Pocket PC can find your files.

1. From your computer, open Microsoft ActiveSync. From the **Start** menu, click **Programs**, then click **Microsoft ActiveSync**.

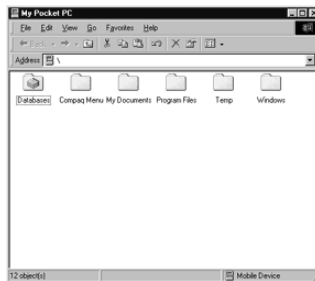


2. Click **Explore**.

3. Double-click to open your synchronized Pocket PC.



4. Right-click the **Start** menu, then select **Explore**.
5. Drag and drop your files between your Pocket PC and Windows Explorer. ActiveSync 3.5 converts the files, so that they can be used by the Pocket Office applications if necessary.



Back up/restore using Active Sync 3.5

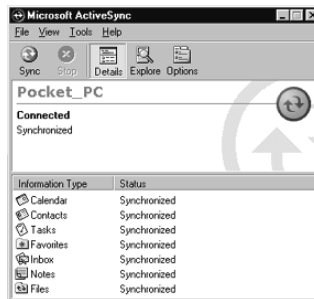
You should back up information to your computer and restore information from your computer to your iPAQ Pocket PC to help reduce the chance of losing information.

Restoring your information replaces the current information on your iPAQ Pocket PC with the information saved in your backup.

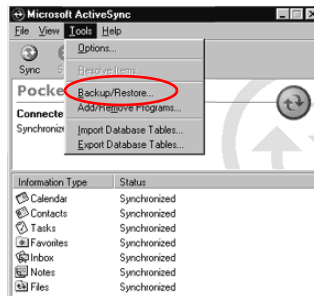


Close all applications on your iPAQ Pocket PC before restoring your information.

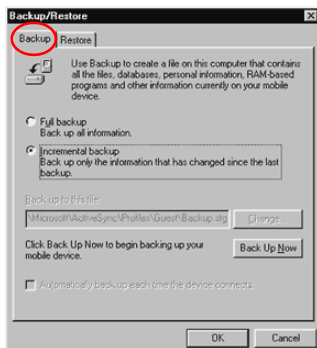
1. Make sure your iPAQ Pocket PC is connected to your computer.
2. From your computer, open Microsoft ActiveSync. From the **Start** menu, click **Programs**, then click **Microsoft ActiveSync**.



3. From the **Tools** menu, click **Backup/Restore**.



4. Click the **Backup** or **Restore** tab, then select your options.



5. Click **Backup Now** or **Restore Now**.

Connect to the Internet or your Network

To send and receive e-mail with Inbox and view Web sites with Pocket Internet Explorer, you must set up a remote connection using a modem card or an Ethernet/LAN card.

To disconnect, remove the card from your iPAQ Pocket PC.

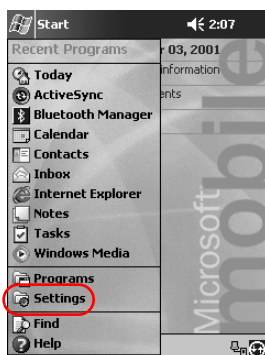
Use a modem card

To connect to the Internet with a modem card, you need a phone line, a dial-up Internet Service Provider, and an optional Single-Slot or Dual-Slot PC Card Expansion Pack, Expansion Pack Plus, or CompactFlash (CF) Card Expansion Pack.

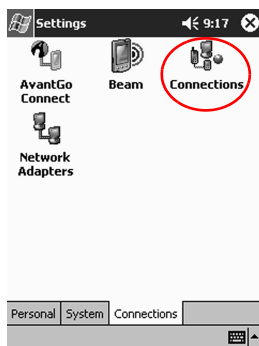


Insert your modem card before trying to set up a modem connection.

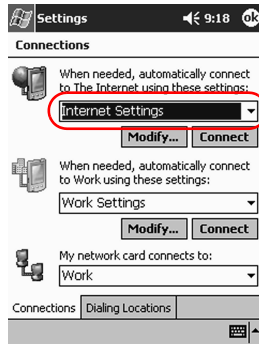
1. Insert your modem card into your Single-Slot or Dual-Slot PC Card Expansion Pack, Expansion Pack Plus, or CompactFlash (CF) Card Expansion Pack.
 - a. Most of the popular modem card drivers are included on your iPAQ Pocket PC, so your modem card should be recognized.
 - b. If your modem card is not recognized, follow your modem manufacturer's instructions to install the modem card driver on your computer.
2. From the **Start** menu, tap **Settings**.



3. Tap the **Connections** tab.
4. Tap the **Connections** icon.



5. Make sure **Internet Settings** is selected.



6. Tap **Modify**.

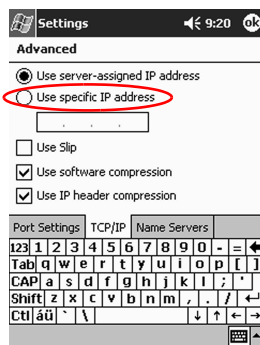
7. Tap **New**.

8. Enter a name for the connection, select the modem type, then select the correct baud rate for that modem.

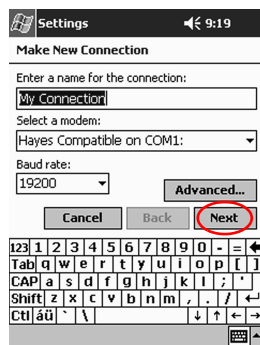


9. If you need to enter the TCP/IP settings, tap **Advanced**, then tap **TCP/IP**.

10. Select “Use specific IP address.”



11. Enter your IP address.

12. Tap **OK**.13. Tap **Next**.

14. Enter the phone number for your Internet Service Provider, then tap **Next**.

Settings 9:22

My Connection

Country code: 1

Area code: 425

Phone number:

Cancel Back **Next**

123 1 2 3 4 5 6 7 8 9 0 = +
Tab Q W E R T Y U I O P []
CAP A S D F G H J K L ; ' <
Shift Z X C V B N M , . / ←
Ctl ãü ~ \ ↓ ↑ ← →

15. Tap **Finish** to set up the modem connection.

Settings 1:03

My Connection

☒ Cancel call if not connected within
120 seconds

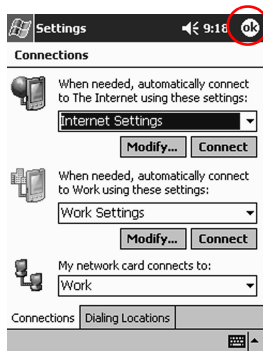
☒ Wait for dial tone before dialing

Wait for credit card tone ☐ seconds

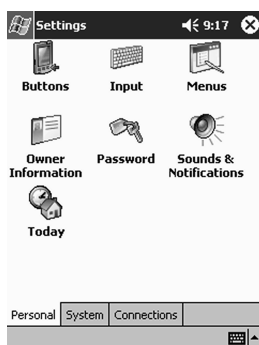
Extra dial-string modem commands:

Cancel Back **Finish**

16. Tap **OK** to return to the **Connections** window.



17. Tap **OK** to return to **Settings**.



Use an Ethernet/LAN card

To connect to the Internet or to your network using an Ethernet/LAN card, you need:

- A computer with an Ethernet card
- A computer set up for TCP/IP and a client for Microsoft Networks

- An Ethernet hub or a crossover cable to plug in your iPAQ Pocket PC
 - A Single-Slot or Dual-Slot PC Card Expansion Pack or a CompactFlash (CF) Card Expansion Pack
1. Insert your Ethernet/LAN card into your iPAQ Pocket PC.

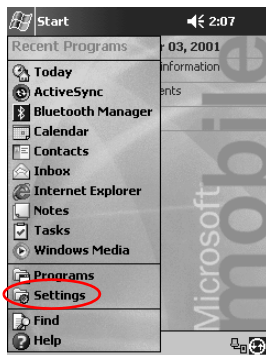
If your Ethernet/LAN card is not recognized, follow your Ethernet card manufacturer's instructions to install the Ethernet card driver.

2. Do one of the following:

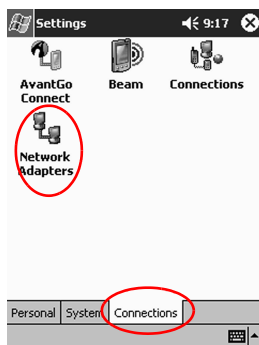
If you are using a DHCP server, the network settings should be entered for you automatically.

If you are not using a DHCP server, enter your network settings.

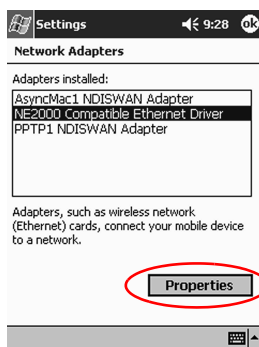
- a. From the **Start** menu, tap **Settings**.



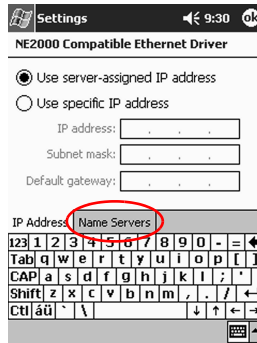
- b. Tap the **Connections** tab, then tap **Network Adapters**.



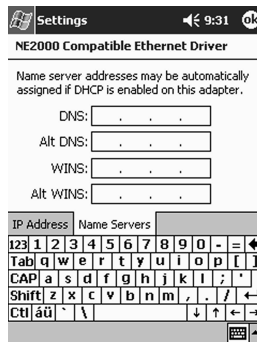
- c. Tap the name of your Ethernet driver, then tap the **Properties** button.



- d. Tap the **Name Servers** tab.



- e. Enter the server information.



- f. Tap **OK** to save the server information.
- g. Tap **OK** to save the network settings.
- h. Tap **OK** to return to the **Connections** screen.

Synchronize links

You can synchronize links to Web sites from your Favorites list on your computer to view them offline with Pocket Internet Explorer.

1. From the **Start** menu on your computer, click **Programs**.

2. Click **Internet Explorer**.
3. Click **Favorites** to see the list of links to your favorite Web sites.
4. To save a Web site link to Mobile Favorites, open the Web site, then click **Create Mobile Favorite**.

If you have selected Favorite as information to be synchronized and you are connected, ActiveSync 3.5 begins synchronizing with your iPAQ Pocket PC once you add a link to Mobile Favorites.

5. Follow the instructions in Synchronize information to manually synchronize your favorite links.

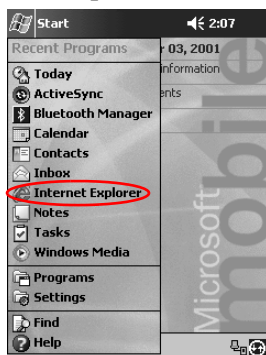
Enter an Internet address (URL)

With Pocket Internet Explorer and a connection to the Internet, you can view Web sites on your iPAQ Pocket PC by typing a URL in the **Address** bar.



Web sites that use HTML 4.0, DHTML, animated GIF images, and Java applets may not work correctly in Pocket Internet Explorer.

1. From the **Start** menu, tap **Internet Explorer**.



2. Tap **View**, then **Address Bar**.



3. Enter the address (URL) in the **Address** bar.



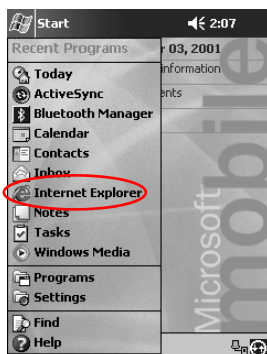
4. Tap the **Go** icon.

Select from a favorites list

With Pocket Internet Explorer and a connection to the Internet, you can view Web sites on your iPAQ Pocket PC by selecting a Web site from your **Favorites** list.

Web sites that use HTML 4.0, DHTML, animated GIF images, and Java applets may not work correctly in Pocket Internet Explorer.

1. From the **Start** menu, tap **Internet Explorer**.



2. Tap the **Favorites** icon and the Web site you want to view.



Use the Universal Remote

With the Universal Remote, you can:

- Control and operate infrared supported office, entertainment, and home automation equipment
- Set up favorite channels
- Share the remote with others
- Create unique personal settings

Add a device

You can set up your universal remote to control up to 12 devices in a room. The universal remote comes pre-programmed with codes for thousands of infrared supported devices. You can download other codes from the Nevo web site.

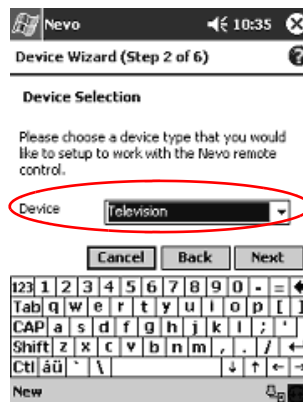
1. From the **Start** menu, select **Nevo**.

You can choose **Start**, **Programs**, then **Nevo**.

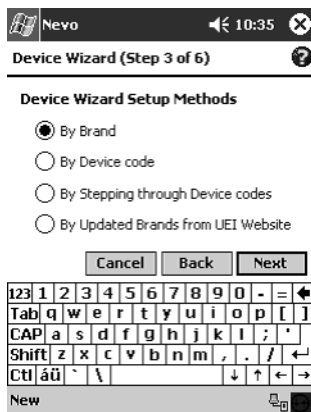
2. Look for your device on the wheel.



3. Select one of the following:
 - a. Tap the **Add Devices** icon.
 - b. Tap the device if the wrench icon displays.
 - c. Tap the wrench icon, then **Add Device**.

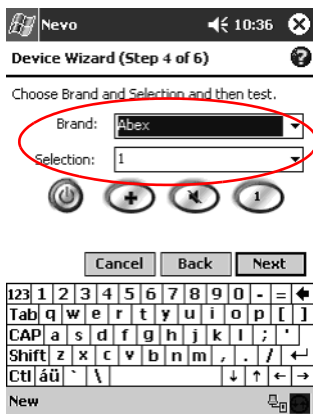
4. Tap **Next**.5. Select your device from the **Device** list, then tap Next.

6. Select the setup method. It is recommended to search for your device by manufacturer's brand name.



7. Tap **Next**.

8. Select your device from the **Selection** list.

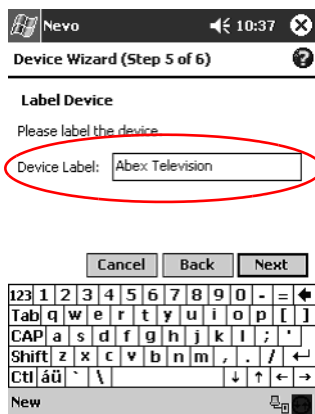


9. Tap the test icon to test whether you can power on and off your device. If not, try another code and repeat step 9.

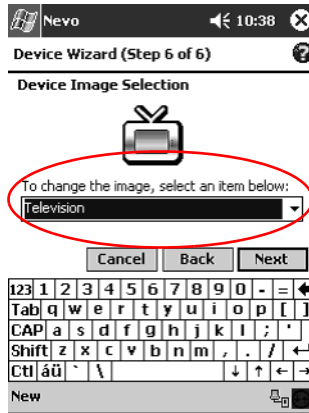


10. Tap **Next**.

11. Enter a name for the device, then tap **Next**.



12. Select an icon for your device. The universal remote automatically assigns an icon to your device, but you can change it.



13. Tap **Next** to view your device on the wheel.

Turn on a device

1. From the **Start** menu, select **Nevo**.

You can choose **Start**, **Programs**, then **Nevo**.

2. Click a device on the wheel to position it at the top of the wheel.



3. Tap the **Power** button.

Add activities

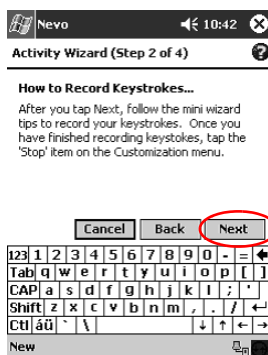
You can customize the keys on devices to switch activities.

1. Tap the **Activity** icon.

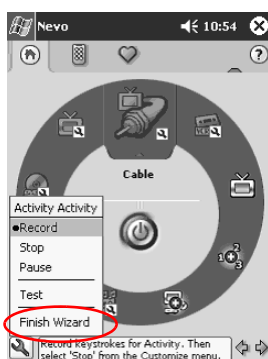


2. Click **Next**.



3. Click **Next**.

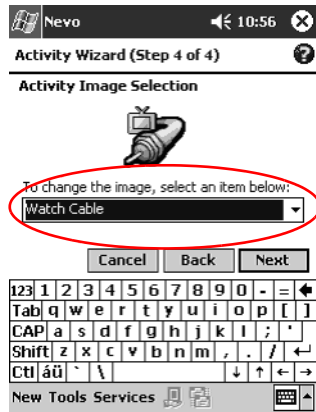
4. Record the keystrokes for commanding multiple operations into one activity.

5. Tap the **Customize** icon and select **Finish Wizard**.

6. Assign a name to the activity, then click Next.



7. Assign an icon to the activity. Activities are designated in gold on the wheel.



8. Click **Next**.
9. Notice the activity on the wheel.



Use the configuration icons

You can use the configuration icons to customize, select user menus, or select rooms. The configuration icons are located at the bottom of the main Nevo screen.



To customize the home, screens, or favorites, tap the **customize** icon. This allows additional customization for controlling equipment in different rooms. You can add, edit, and delete devices and activity.



To specify user defined favorites or device settings, tap the **user** icon. You can add, edit, and delete user settings.



To select a devices in a specific room, tap the **room** icon. You can add, edit, and delete room assignments.

Work with Contacts

You can enter and view information about friends, family members, or business associates in the Contacts application.

You can:

- Create a contact
- View and edit a contact
- Categorize your contacts
- Delete a contact

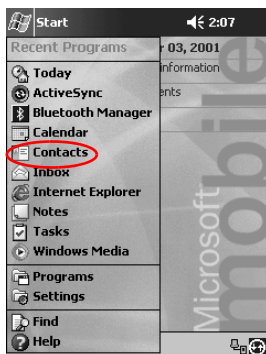


Press the **Contact** application button to navigate quickly to Contacts.

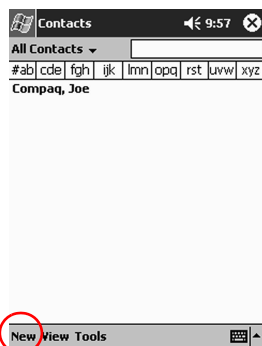
Create a contact

You can create a contact from the **Start** menu or **Today** screen.

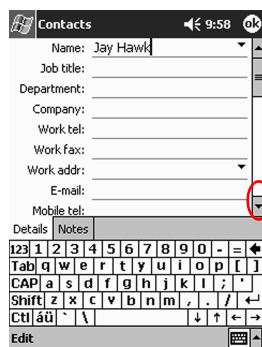
1. From the **Start** menu, tap **Contacts**.



2. Tap **New** to create a new contact.

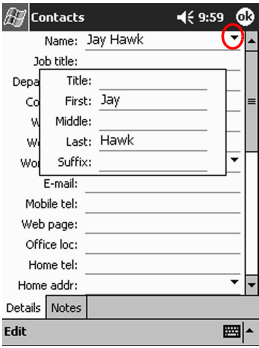


3. Tap any item and enter information. Scroll down to see more fields.

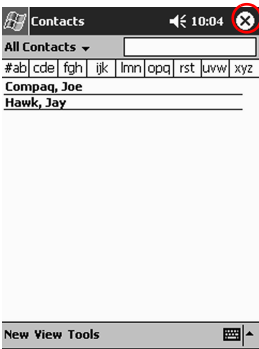


4. Tap the down arrow next to any item and enter additional details about the item.

- a. For example, tap the **Name** down arrow to enter the contact's title, first, middle, and last name, and suffix.

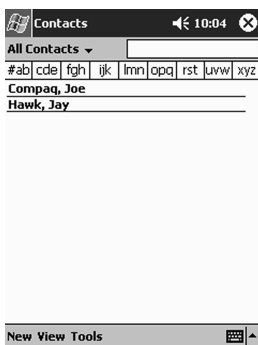


- b. Tap anywhere outside the box to stop entering details.
5. Tap **OK** to save the contact information and return to the list of contacts.

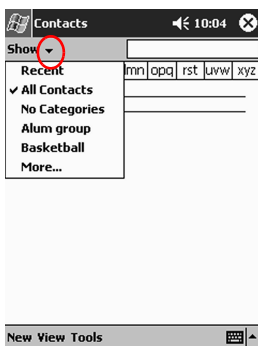


View a list of contacts

1. From the **Start** menu, tap **Contacts** to display a list of your contacts from the last category selected.

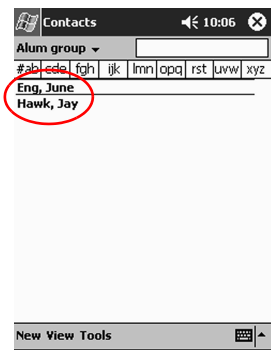


2. Tap the down arrow next to the category name to see the list of categories.



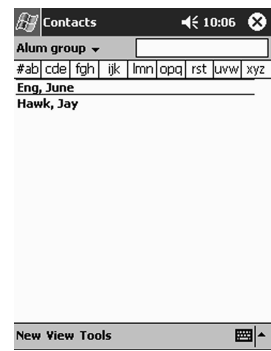
3. Tap a category name to see a list of contacts placed in that category.

4. Tap a contact's name.

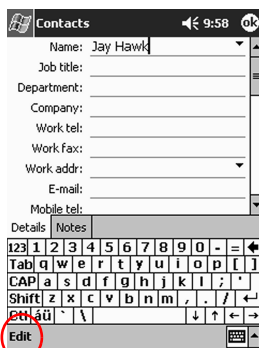


Edit contact information

1. Tap a contact's name.



2. Tap **Edit** to see the contact information.



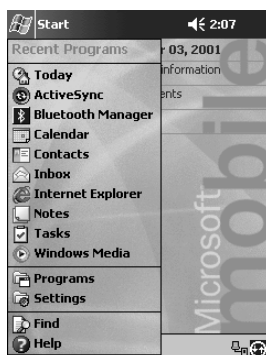
3. Edit the contact information.
4. Tap **OK** to save the contact information and return to the list of contacts.

Categorize contacts

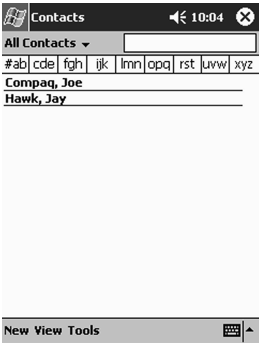
You can use categories to filter your list of contacts. This helps you view and edit your contact information.

Hint: After you create a new category, assign a contact to that category, so the category displays in the list of categories.

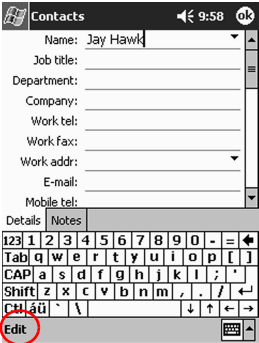
1. From the **Start** menu, tap **Contacts**.



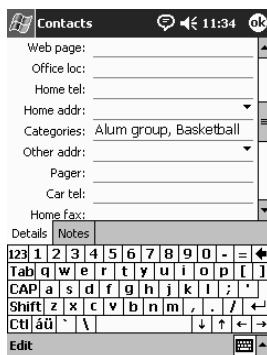
2. Tap a contact's name.



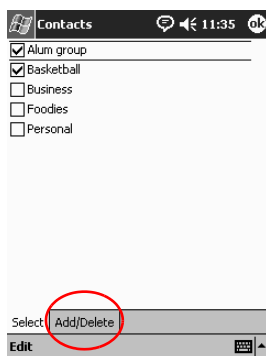
3. Tap **Edit** to see the contact information.



4. Tap the **Categories** field to see a list of available categories.
You may have to scroll down to see the **Categories** field.



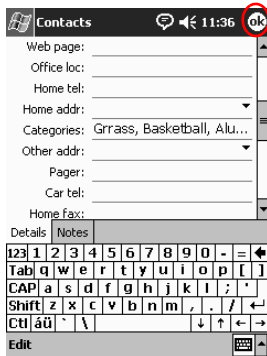
5. Tap the **Add/Delete** tab to create a category.



6. Enter the name of the new category, then tap **Add**.

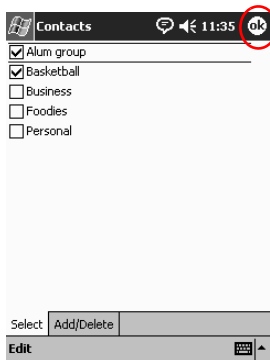


7. Tap **OK** to place your contact in the category.



8. Tap the **Categories** field again to place your contact in additional categories.

9. Tap additional category names to select them, then tap **OK** to list the categories you selected in the **Categories** field.



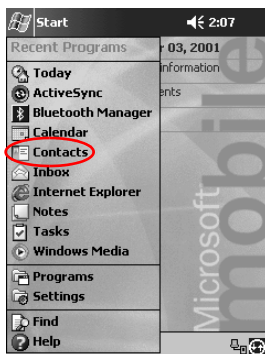
10. Tap **OK** to save the category information and return to the list of contacts.

Delete contacts

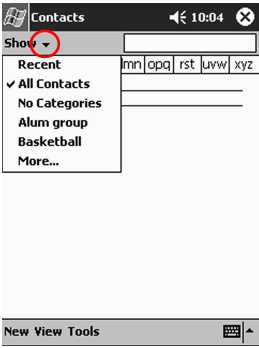


CAUTION: If you delete a contact on your iPAQ Pocket PC and synchronize Contacts with your computer, you also delete the contact in Outlook on your computer.

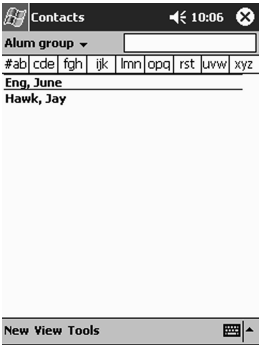
1. From the **Start** menu, tap **Contacts** to see a list of your contacts from the last category selected.



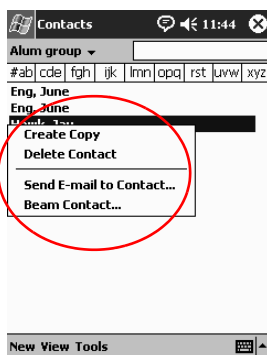
2. Tap the down arrow next to the category name to see a list of categories.



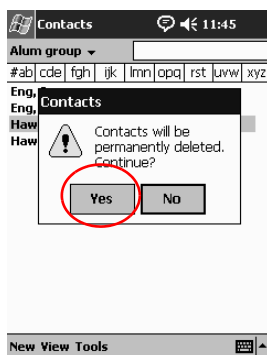
3. Tap a category name to see a list of contacts placed in that category.



4. Tap and hold a contact's name to see a popup menu.



5. Tap **Delete Contact** to remove the contact from the list.
6. Tap **Yes** to delete the contact permanently.



Use the Inbox

Send and receive e-mail by synchronizing your iPAQ Pocket PC with your computer using Microsoft ActiveSync 3.5 or connecting to the Internet or your network through an e-mail service.

Use the ActiveSync 3.5 to send and receive e-mail through ActiveSync 3.5. You see the name of the folder you are using at the bottom of the screen. If you are using an e-mail service, use that folder to send and receive e-mail.

The Inbox on your iPAQ Pocket PC is similar to the Inbox on your computer. E-mail is saved in five default folders:

- Inbox
- Outbox
- Deleted Items
- Drafts
- Sent Items

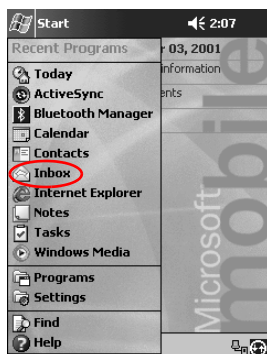
Set up e-mail

If you are using an Internet or network connection, you must set up an e-mail service.

If you are using Microsoft ActiveSync 3.5 to send and receive e-mail, you do not need to set up an e-mail service.

Use the Microsoft ActiveSync 3.5 folder to send and receive e-mail through Microsoft ActiveSync 3.5. You see the name of the folder you are using at the bottom of the screen. If you are using an e-mail service, use that folder to send and receive e-mail.

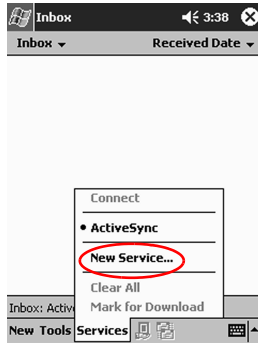
1. From the **Start** menu, tap **Inbox**.



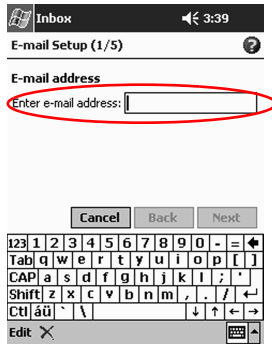
2. Tap **Services**.



3. Tap **New Service**.



4. Enter e-mail address information in the next five screens, then tap **Next** when finished with each one.



Tap the “question mark” icon for help on each screen.

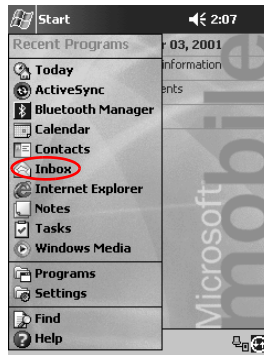
Create/send e-mail

You can create e-mail from the **Inbox** or **Today** screen.

If you want to create and send e-mail through an e-mail service, tap **Services** in the **Inbox**, then select the e-mail service you want to use.

Use the ActiveSync 3.5 folder to send and receive e-mail through ActiveSync 3.5. You see the name of the folder you are using at the bottom of the screen. If you are using an e-mail service, use that folder to send and receive e-mail.

1. From the **Start** menu, tap **Inbox**.

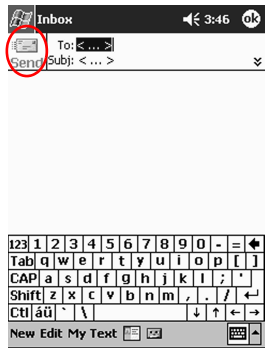


2. Tap **New** to write a new e-mail.

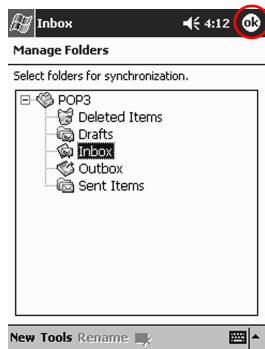


3. Tap **Send** to place the e-mail in the **Outbox**.

The e-mail is sent when you synchronize or it is sent automatically if you are connected to the Internet or your network through an e-mail service.

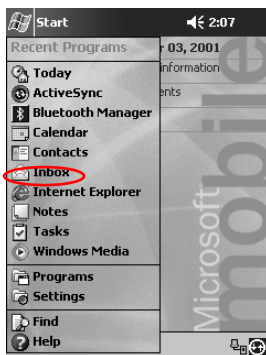


4. If you do not want to send your e-mail yet, tap **OK** to leave your e-mail in the **Drafts** folder.



Add an attachment

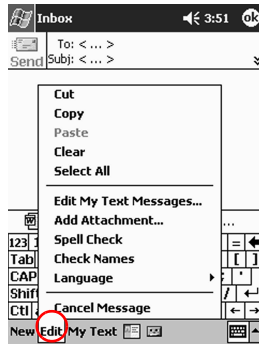
1. From the **Start** menu, tap **Inbox**.



2. Tap **New** to write a new e-mail.

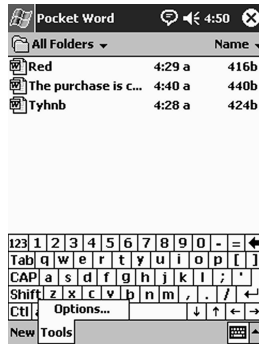


3. Tap **Edit**.



4. Tap **Add Attachment** to see all folders in My Documents.

5. Tap the file you want to attach.



See the file name you selected below the body of the e-mail.



Receive e-mail

Receive e-mail by synchronizing your iPAQ Pocket PC Inbox with your computer using ActiveSync 3.5 or connecting to the Internet or your network through an e-mail service.

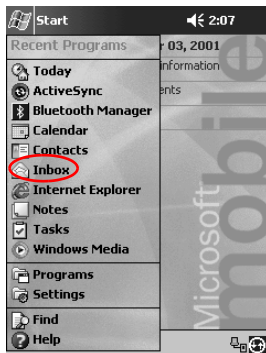
Use the ActiveSync folder to send and receive e-mail through ActiveSync 3.5. You see the name of the folder you are using at the bottom of the screen. If you are using an e-mail service, use that folder to send and receive e-mail.

If you are using ActiveSync 3.5, you can synchronize your personal folders from Outlook on your computer with **Inbox** on your iPAQ Pocket PC.

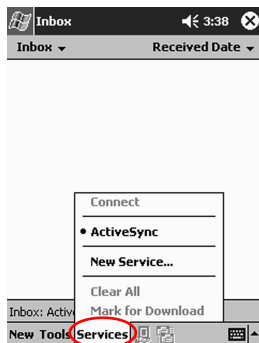


You do not receive e-mail attachments by default. You can select this option in ActiveSync.

1. From the **Start** menu, tap **Inbox**.



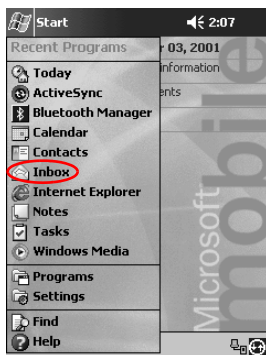
2. Tap **Services**.



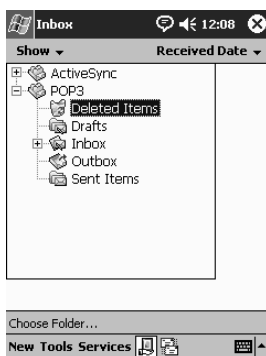
3. Tap the e-mail service you want to use.
4. If you have not set up an e-mail service, synchronize your iPAQ Pocket PC with your computer.
 - a. From the **Start** menu, click **Programs** then click **ActiveSync**.
 - b. Click **Sync**.

Open e-mail

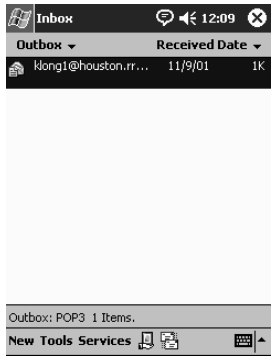
1. From the **Start** menu, tap **Inbox**.



2. Tap the down arrow next to **Inbox** to see a list of your folders.



3. Tap the folder where you have saved the e-mail.



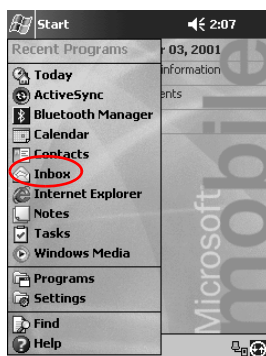
4. Tap the e-mail to open it.



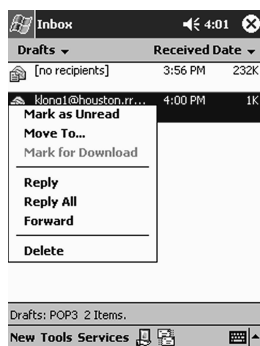
Delete e-mail

When you delete e-mail, it is placed in the **Deleted Items** folder, but the e-mail is not permanently deleted until you tap **Empty Deleted Items** from the **Tools** menu.

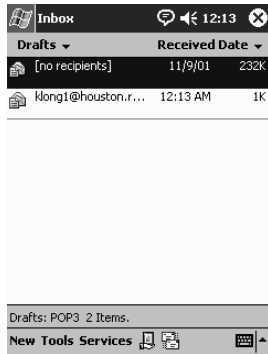
1. From the **Start** menu, tap **Inbox**.



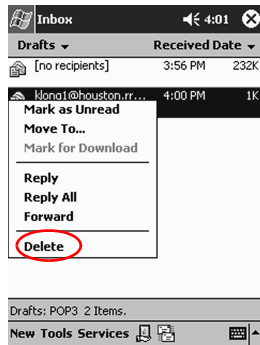
2. Tap the folder where you have saved the e-mail.



3. Tap and hold the e-mail you want to delete.



4. Tap **Delete** to move the e-mail to the **Deleted Items** folder.

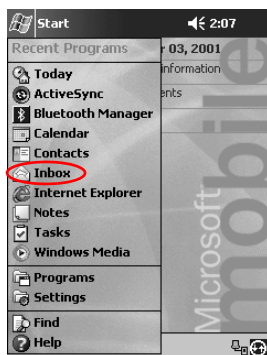


5. Tap **Tools**, then **Empty Deleted Items** to permanently delete the e-mail.

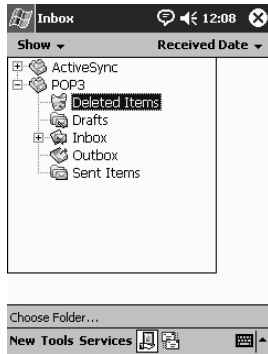


Move e-mail

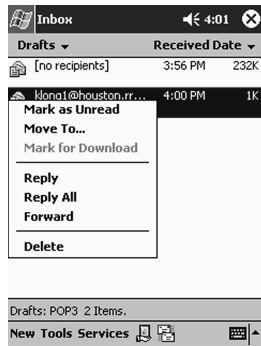
1. From the **Start** menu, tap **Inbox**.



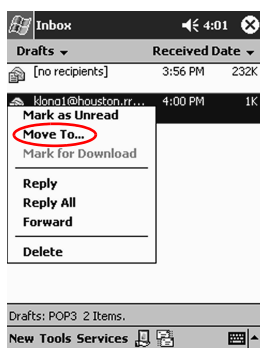
2. Tap the folder where you have saved the e-mail.



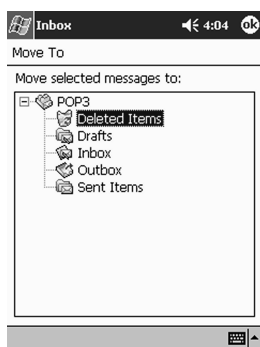
3. Tap and hold the e-mail you want to move.



4. Tap **Move To**.



5. Tap the folder where you want to move the e-mail to.



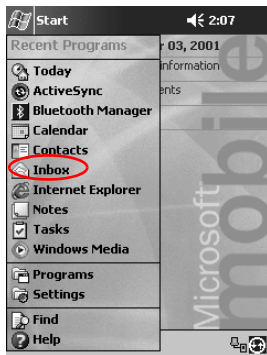
6. Tap **OK** to move the e-mail.

Open folder

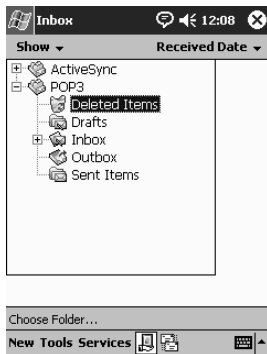
If you are using ActiveSync 3.5, open the default folders or open your personal folders that you have synchronized from Outlook on your computer with the Inbox on your iPAQ Pocket PC.

If you are using an e-mail service, open the default folders or open any folder that you have created.

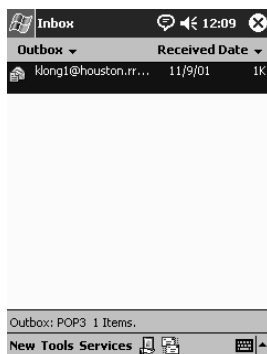
1. From the **Start** menu, tap **Inbox**.



2. Tap the down arrow next to **Inbox** to see a list of your folders.



3. Tap a folder to see the e-mail in that folder.

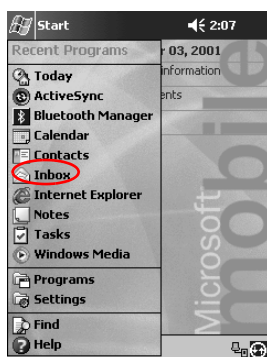


Manage folders

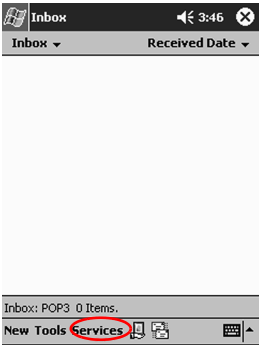
You can use folders to organize your e-mail if you are using an e-mail service. You can create additional folders that you can rename or delete.

If you are using ActiveSync 3.5, you **cannot** create additional folders in the Inbox. However, you can synchronize your personal folders from Outlook on your computer with Inbox on your iPAQ Pocket PC. You **cannot** rename or delete these folders in Inbox.

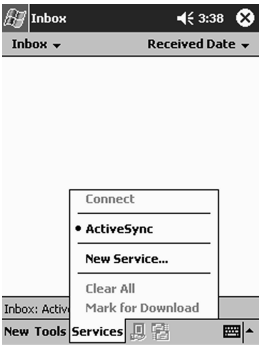
1. From the **Start** menu, tap **Inbox**.



2. Tap **Services**.



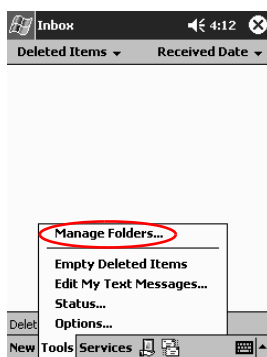
3. Tap the e-mail service you want to use.



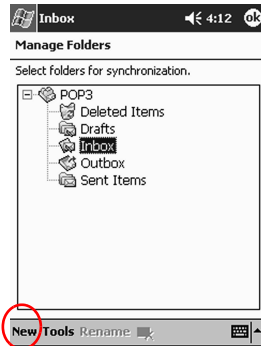
4. Tap **Tools**.



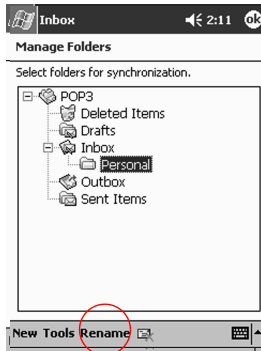
5. Tap **Manage Folders**.



6. Tap **New** to create a new folder.

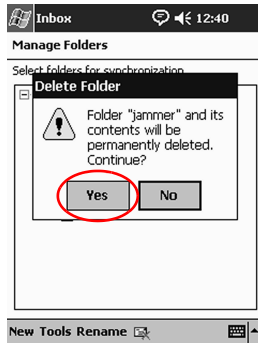


7. Tap **Rename** to rename a folder.



8. Tap **Remove Folder** to delete a folder you created.

9. Tap **Yes** to permanently delete the folder.



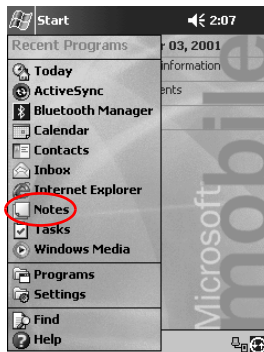
Record Voice

You can record your voice or any other sound as a note within the Calendar, Contacts, Notes, and Tasks applications. In the Notes application, you can create stand-alone recordings, which are stored as separate .wav files in File Explorer.

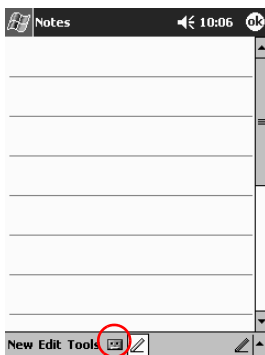
Hint: To quickly make a recording, press the **Record** button.

Make a recording

1. From the **Start** menu, tap **Notes**.



2. Tap the **cassette tape** icon to see the recording controls.



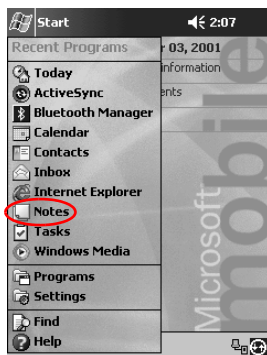
3. Tap the **Record** icon to start recording.



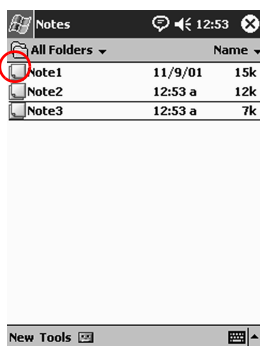
4. Position the microphone to record your voice or other sound.
5. Tap the **Stop** icon to finish recording. You will see the **Speaker** icon in the upper right corner of the screen.

Listen to a recording

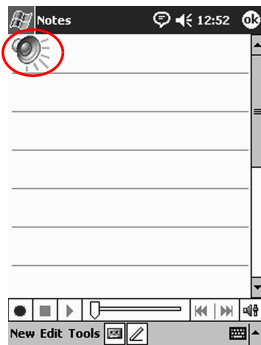
1. From the **Start** menu, tap **Notes**.



2. Tap the **Note** icon.



3. Tap the **Speaker** icon to listen to a recording.



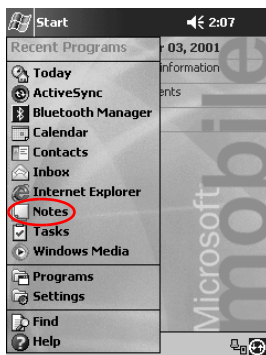
Take Notes

You can take notes in the Calendar, Contacts, Notes, and Tasks applications. You can type, write, or draw in your note. In the Notes application, you can create a blank note or a note based on a template.

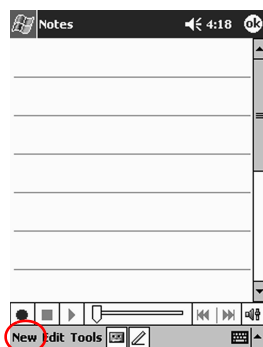
You can create a note from the **Start** menu or **Today** screen.

Create a note

1. From the **Start** menu, tap **Notes**.



2. Tap **New**.



3. Tap anywhere and enter your note.



4. Tap **OK** to save your note and place it in the list of notes.

Scheduling

Your Compaq iPAQ Pocket PC H3900 Series helps you keep track of your schedule in many ways. You can:

- See information at a glance on the Today screen
- Set appointments and create reminders with the Calendar
- Create a task list

Use the Today Screen

You see the **Today** screen when you first turn on your iPAQ Pocket PC. Use the **Today** screen to view your:

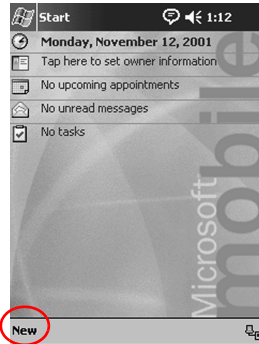
- Owner information
- Upcoming appointments
- Unread and unsent messages
- Tasks that need to be completed

Create information

From the **Today** screen, create new information, including:

- Appointments
- Contacts
- E-mail
- Excel Workbook Information
- Notes

- Tasks
 - Word documents
1. From the **Start** menu, tap **Today**.
 2. Tap **New**.



3. Tap an option to create a new item.
4. Tap **OK** when finished creating new item.

Change information

From the Today screen, you can change:

- Owner information
- Upcoming appointments
- Unread and unsent messages
- Tasks that need to be completed

For more information on changing these items, see the appropriate instructions for each task in this guide. For example, to create a new appointment, see the “Schedule appointments” later in this guide.

1. From the **Start** menu, tap **Today**.
2. Tap the information you want to change.



3. Enter or change the information.
4. Tap **OK** to save changes and return to the **Today** screen.

Change Settings

From the **Today Settings** screen, you can:

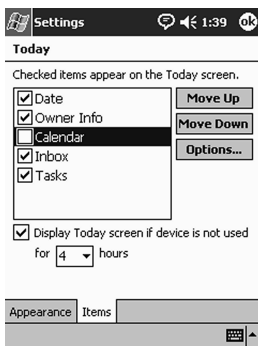
- Add a picture as the background
- Select the information you see
- Set the order of the information
- Decide when to see the **Today** screen

1. From the **Start** menu, tap **Settings**.
2. Tap **Today**.

3. Select “Use this picture as the background” check box.



4. Tap **Browse** to select a picture from File Explorer.
5. Tap the **Items** tab to select or reorder the information on the **Today** screen.
6. Tap an item to highlight it.



7. Tap **Move Up** or **Move Down** to change the order of items on the **Today** screen.



You cannot change the placement of the **Date** on the **Today** screen.

8. Tap the down arrow associated with “Display Today screen if device is not used for...hours” check box to determine how many hours must pass before the **Today** screen displays.
9. Tap **OK**.

Use the Calendar

You can use the Calendar to schedule appointments and set reminders. You can view your calendar by

- Agenda
- Day
- Week
- Month
- Year

You should keep the amount of information in your appointments small in order to conserve memory.

Hint: Press the **Calendar** application button on the **Today** screen to navigate quickly to Calendar.

Look at the calendar

By default, the Calendar first appears in the **Agenda** view. The **Agenda** view provides the most detail about your appointments.

From the **Start** menu, tap **Calendar** to view your appointments.

Change the calendar view

By default, the Calendar first appears in the **Agenda** view, which provides the most detail about your appointment. You can also view your calendar by:

- Day
- Week
- Month
- Year

1. From the **Start** menu, tap **Calendar**.



2. Tap the **Agenda**, **Day**, **Week**, **Month**, or **Year** icon to see your calendar in that view.

Customize the calendar appearance

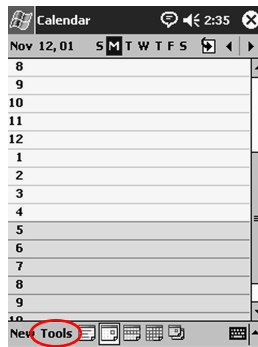
You can change the appearance of your calendar by setting the 1st day of the week, deciding how many days in a week you want to view, showing the number of weeks and the half-hour time slots, deciding to use a large font, and deciding to set reminders for new items. You can also display several icons that give visual information about your appointments, including:

- Reminder
- Recurs

- Note
- Location
- Attendees
- Private

You can determine whether to send meeting requests through ActiveSync 3.5 or an e-mail service.

1. From the **Start** menu, tap **Calendar**.
2. Tap **Tools**.



3. Tap **Options**.
4. Select the calendar options.
5. Tap **OK**.

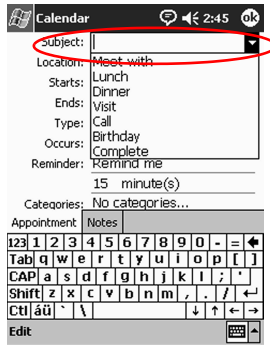
Schedule appointments

You should keep the amount of information in your appointments small to conserve memory.

Hint: You can schedule an appointment and set a reminder from the **Today** screen.

1. From the **Start** menu, tap **Calendar**.
2. Tap **New** to schedule an appointment.

3. Enter a subject or select from the **Subject** drop-down list.

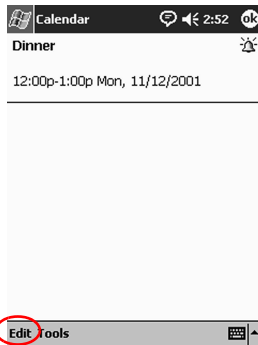


4. Tap any item to enter additional information.
5. Tap **OK** to schedule the appointment.

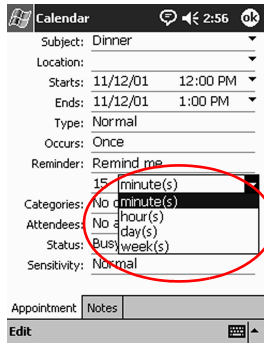
Create reminders

You can create a reminder when you are scheduling an appointment or you can do it at a later date.

1. From the **Start** menu, tap **Calendar**.
2. Tap an appointment.
3. Tap **Edit**.



4. Tap the second **Reminder** field to select the time interval between reminders. The default is 15 minutes.



The screenshot shows the 'Calendar' app interface. The 'Reminder' field is set to 'Remind me' and the time interval is '15 minute(s)'. A red circle highlights the '15 minute(s)' option in the dropdown menu. Other fields include Subject: Dinner, Location: (empty), Starts: 11/12/01 12:00 PM, Ends: 11/12/01 1:00 PM, Type: Normal, Occurs: Once, Categories: No category(s), Attendees: No attendee(s), Status: Busy, Sensitivity: Normal, and Appointment: Notes.

Delete appointments

1. From the **Start** menu, tap **Calendar**.
2. Tap an appointment.
3. Tap **Tools**.
4. Tap **Delete Appointment**.

Categorize appointments

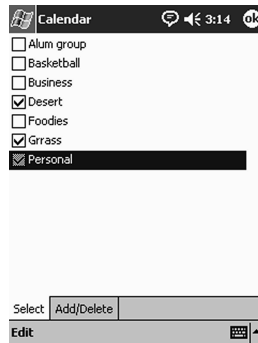
You can use categories to filter the appointments in your calendar.

1. From the **Start** menu, tap **Calendar**.
2. Tap an appointment.
3. Tap **Edit**.
4. Tap the **Categories** field to see a list of available categories.
5. Tap **Add/Delete** to create a category.

6. Enter the name of the new category.



7. Tap **Add**.
8. Tap **OK** to place your appointment in the category.
9. Tap the **Categories** field to place your appointment in more categories.
10. Tap additional category names to select them.



11. Tap **OK** to list the categories you selected in the **Categories** field.
12. Tap **OK** to save the category information and return to the **Calendar** screen.

Request meetings

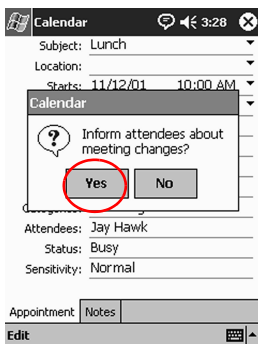
You can schedule a meeting and send a meeting request through ActiveSync 3.5 or an e-mail service.



You must enter contacts with e-mail addresses in the Contacts application and set up the Inbox application to send and receive e-mail before you can send a meeting request.

1. From the **Start** menu, tap **Calendar**.
2. Tap **Tools**.
3. Tap **Options**.
4. Tap the “Send meeting requests via” down arrow.
5. Tap the e-mail service you want to use to send a meeting request, then tap **OK**.
6. Tap **New** to create a new appointment.
7. Enter the information.
8. Tap the **Attendees** field.
9. Tap the contacts you want to invite to the meeting.
10. Tap **OK** to add the attendees.

11. Tap **OK** to schedule the meeting.
12. Tap **Yes** to inform attendees about the meeting.



Use Tasks

You use Tasks to:

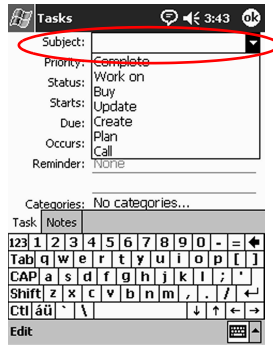
- Create new tasks
- Set a reminder for a task
- Delete a task
- Sort your task list by category, status, priority, subject, start date, and due date

Create a task

You can create a task from the **Today** screen.

1. From the **Start** menu, tap **Tasks**.
2. Tap **New** to create a new task.

3. Enter a subject or select from the **Subject** drop-down list.

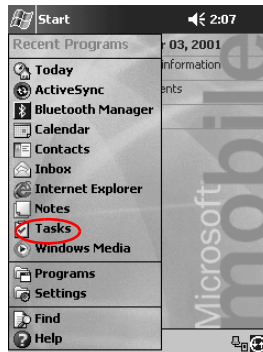


4. Tap any item to enter additional information.
5. Tap **Due** to add a due date for the task.
6. Tap **Reminder**, then select “Remind me.”
7. Tap the date to select when you want to be reminded.
8. Tap **OK** to set the reminder and create the task.

Create a task quickly

You can create a task quickly by customizing Tasks, so you see an **Entry Bar** at the top of the **Tasks** screen.

1. From the **Start** menu, tap **Tasks**.



2. Tap **Tools**.
3. Tap **Entry Bar**.
4. Enter the subject.
5. Set a priority:
 - a. For high priority, tap the **exclamation point**.
 - b. For low priority tap the **down arrow** icon.
 - c. For normal priority, do not tap an icon.
6. Tap outside the **Entry Bar** to add the task to your task list.

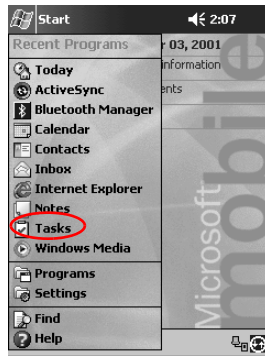


Delete a task

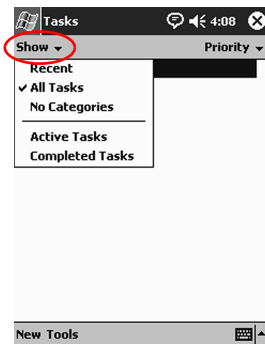
1. From the **Start** menu, tap **Tasks**.
2. Tap the task you want to delete.
3. Tap **Tools**.
4. Tap **Delete Task**.
5. Tap **Yes** to permanently delete the task.

Sort tasks

1. From the **Start** menu, tap **Tasks**.



2. Tap the down arrow at the top left of the screen to sort the task list by category.
3. Select a category.



4. Tap the down arrow at the top right of the screen to sort the task list by status, priority, subject, start date, or due date.

5. Select a sort option.



Change appearance of tasks

You can change the appearance of Tasks to use a large font, show the start and end dates, and set reminders for new items.

1. From the **Start** menu, tap **Tasks**.
2. Tap **Tools**.
3. Tap **Options**.
4. Select the **Tasks** options.
5. Tap **OK**.

Using Software

You can use the applications on your Compaq iPAQ Pocket PC H3900 Series to:

- Open or create Word documents
- Open or create Excel workbooks
- Read eBooks with Microsoft Reader

Use Pocket Word

You can create new Word documents from your iPAQ Pocket PC or synchronize existing Word documents from your computer to your iPAQ Pocket PC.

Microsoft ActiveSync 3.5 converts Word documents into the Pocket Word format and changes the .doc extension to a .psw extension.



CAUTION: Because ActiveSync 3.5 converts Word documents into the Pocket Word format, you may lose some formatting from the original Word document. Some formatting information (for example, the margins and the paper size) may be restored when the Pocket Word documents are synchronized with your computer and converted back to the Word format.

Pocket Word does not support:

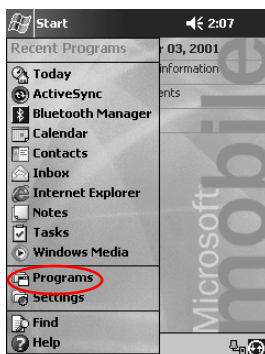
- Columns
- Numbered lists
- Headers and footers
- Footnotes
- Style sheets

Open a Word document

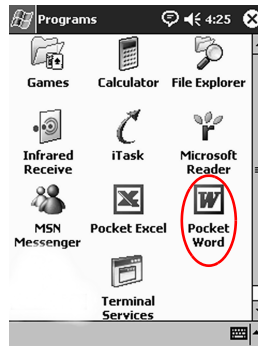
Using ActiveSync 3.5, you can move existing Word documents to your iPAQ Pocket PC, convert them automatically to the Pocket Word format, and open them. Pocket Word recognizes and displays documents in one folder below My Documents.

For example, if you created another folder in the Personal folder in My Documents, the documents in that folder will not be shown.

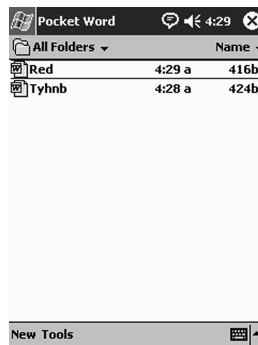
1. From the **Start** menu, tap **Programs**.



2. Tap **Pocket Word**.



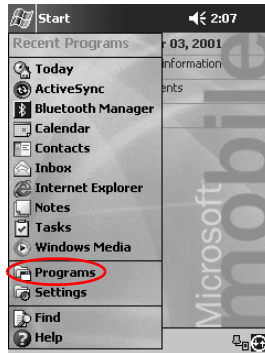
3. Tap a document to open it.



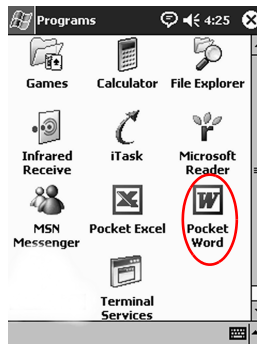
Create

You can create a new document from the **Today** screen.

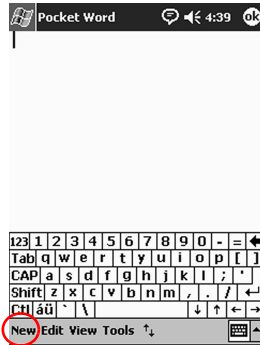
1. From the **Start** menu, tap **Programs**.



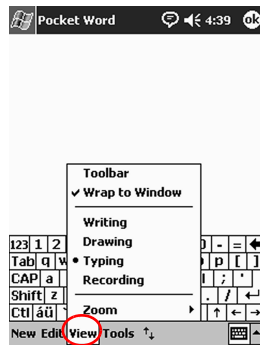
2. Tap **Pocket Word**.



3. Tap **New** to create a new document.



4. Tap **View**, then tap **Toolbar** to format text.



5. Tap **OK** to close and save the document.

The document is automatically saved as a Pocket Word Document with the first few words of your text as its name. You may want to rename it.

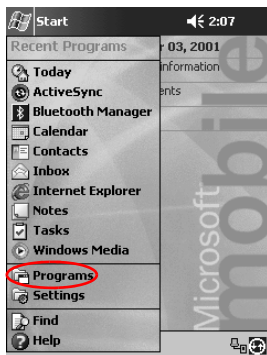
Hint: You should save important documents in the **iPAQ File Store** folder located in the File Explorer on your iPAQ Pocket PC. Documents in the **iPAQ File Store** are held in ROM and will not be lost if you perform a hard reset of your iPAQ Pocket PC or if the battery loses its charge. The **iPAQ File Store** can store between 5 and 6 MB of information, depending on the model.

Change the Pocket Word options

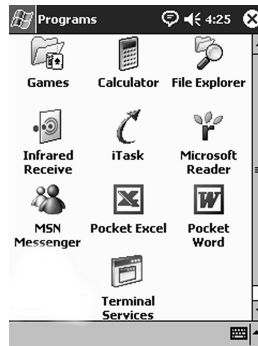
You can select:

- A default template
- Whether documents are stored in main memory or on a memory card
- Which types of documents are displayed in the list view

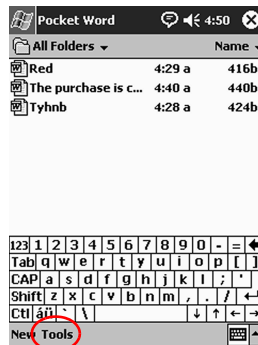
1. From the **Start** menu, tap **Programs**.



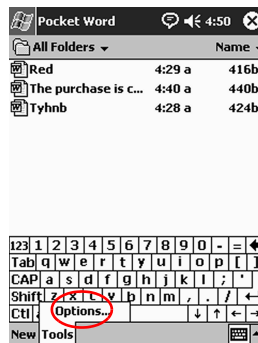
2. Tap **Pocket Word**.



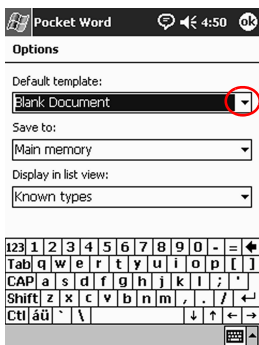
3. Tap **Tools**.



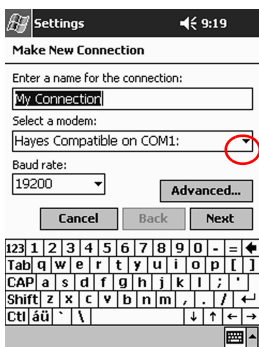
4. Tap **Options**.



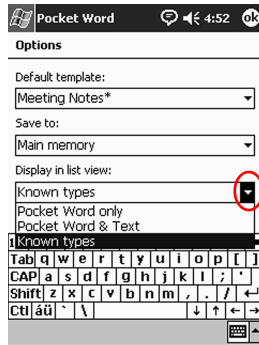
5. Tap the **Default template** down arrow to select a default template.



6. Tap the **Save to** down arrow to store documents in main memory or on a memory card.



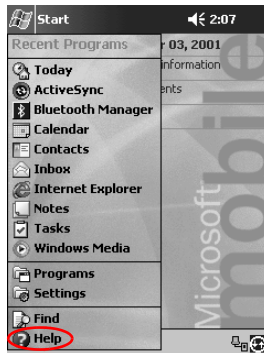
7. Tap the **Display in list view** down arrow to select which types of documents to display in the list view.



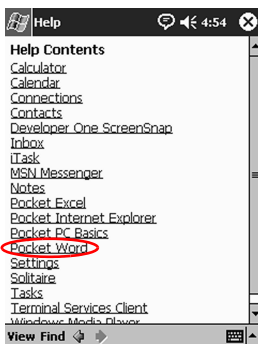
8. Tap **OK** to save the options.

Find more help for Pocket Word

1. From the **Start** menu, tap **Help**.



2. Tap **Pocket Word**.



Use Pocket Excel

You can create Excel workbooks from your iPAQ Pocket PC or synchronize existing Excel workbooks from your computer to your iPAQ Pocket PC. ActiveSync 3.5 converts Excel workbooks into the Pocket Excel format and changes the .xls extension to a .pxl extension.



CAUTION: Because ActiveSync 3.5 converts Excel workbooks into the Pocket Excel format, you may lose some formatting from the original Excel workbook.

Pocket Excel does not support:

- Data validation
- Cell notes
- Add-ins
- Protection
- Scenarios
- Object charts

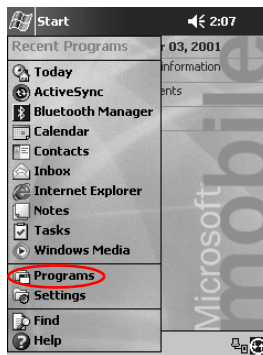
- Vertical alignment
- Text boxes
- Embedded OLE objects
- Hyperlinks

Open

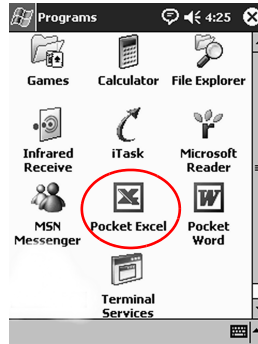


CAUTION: Pocket Excel only recognizes and displays documents in one folder below My Documents. For example, if you created another folder in the Personal folder in My Documents, the documents in that folder will not be shown.

1. From the **Start** menu, tap **Programs**.



2. Tap **Pocket Excel**.

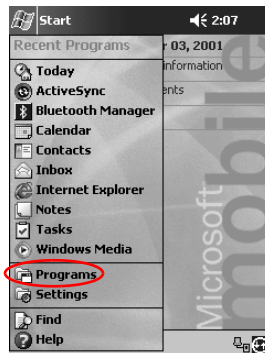


3. Tap a workbook to open.

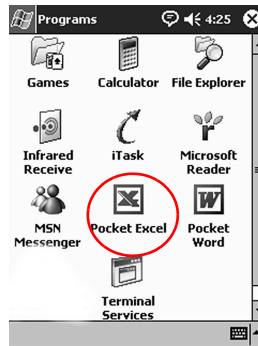
Create a Workbook

You can create a new workbook from the **Today** screen.

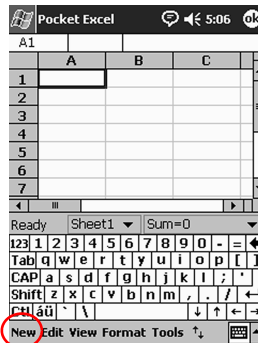
1. From the **Start** menu, tap **Programs**.



2. Tap **Pocket Excel**.



3. Tap **New** to create a new workbook.



4. Tap **OK** to close and save the workbook.

The workbook is automatically saved as a Pocket Excel workbook named Book1. Depending on how many workbooks you have created since opening Pocket Excel, you may want to rename it.

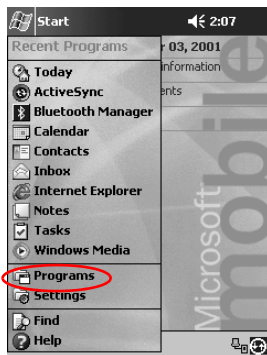
Hint: You should save important workbooks in the **iPAQ File Store** folder located in File Explorer on your iPAQ Pocket PC. Workbooks in the **iPAQ File Store** are held in ROM and will not be lost if you perform a hard reset of your iPAQ Pocket PC or if the battery loses its charge. The **iPAQ File Store** can store between 5 and 6 MB of information, depending on the model.

Options

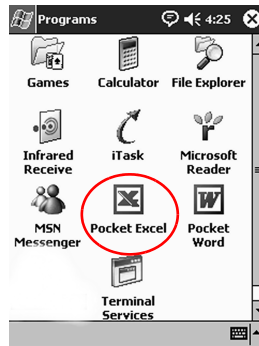
You can change options to select:

- A template for new workbooks
- Whether workbooks are stored in main memory or on a memory card
- Which types of workbooks are displayed in the list view

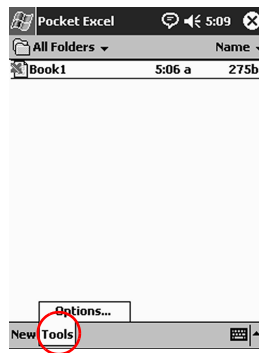
1. From the **Start** menu, tap **Programs**.



2. Tap **Pocket Excel**.

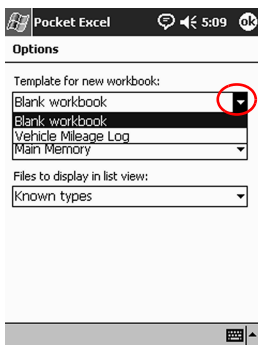


3. Tap **Tools**.

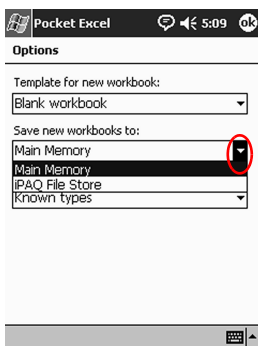


4. Tap **Options**.

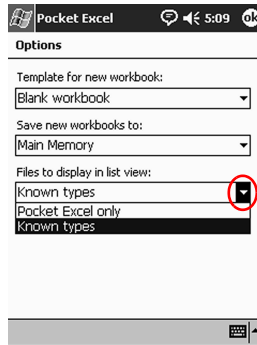
5. Tap the **Template for new workbook** down arrow to select a template.



6. Tap the **Save new workbooks to** down arrow to store workbooks in main memory or on a memory card.



7. Tap the **Files to display in list view** down arrow to select which workbooks are displayed in the list view.



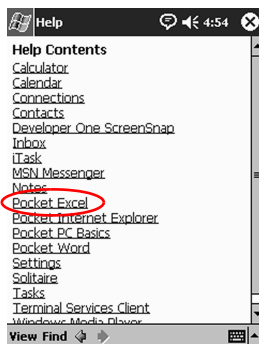
8. Tap **OK** to save the options.

Help

1. From the **Start** menu, tap **Help**.



2. Tap **Pocket Excel**.



Use Microsoft Reader

Use Microsoft Reader to read and listen to eBooks. You may need to activate Microsoft Reader before you can copy protected eBooks from the Internet. To activate your reader, you must have a Hotmail, MSN, or Passport account.

The Microsoft Reader may not be available in your country.



A detailed eBook guide is available, in some countries, on the CD, and you can also copy it to your iPAQ Pocket PC.

Activate

You must activate the Microsoft Reader to copy protected eBooks.

1. Connect your iPAQ Pocket PC to your computer.
2. Open **Internet Explorer** on your computer.
3. Go to <http://das.microsoft.com/activate>.

Copy

You can copy eBooks from any eBook retailer to your iPAQ Pocket PC.

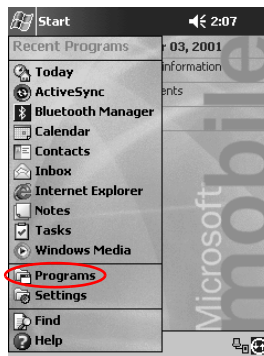
1. Connect your iPAQ Pocket PC to your computer.
2. Go to any eBook retailer's Web site and follow the directions for downloading or installing files to your iPAQ Pocket PC.

Hint: You should copy important eBooks to the **iPAQ File Store** folder located in File Explorer on your iPAQ Pocket PC. eBooks in the **iPAQ File Store** are held in ROM and will not be lost if you perform a hard reset of your iPAQ Pocket PC or if the battery loses its charge. The **iPAQ File Store** can store between 5 and 6 MB of information, depending on the model.

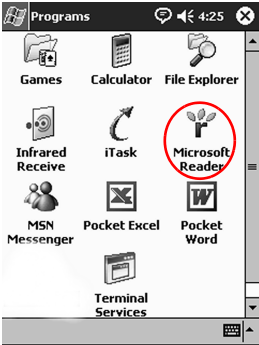
Delete

You can delete an eBook from your iPAQ Pocket PC library. If your eBook is stored on your computer, you can copy it again to your iPAQ Pocket PC.

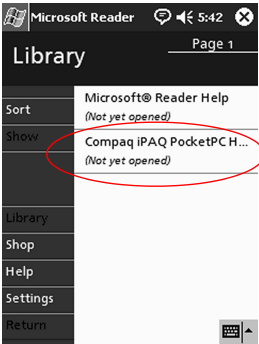
1. From the **Start** menu, tap **Programs**.



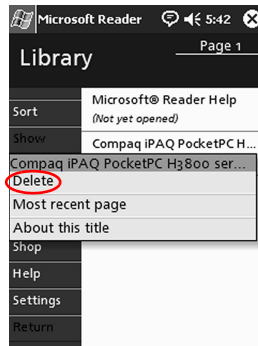
2. Tap **Microsoft Reader**.



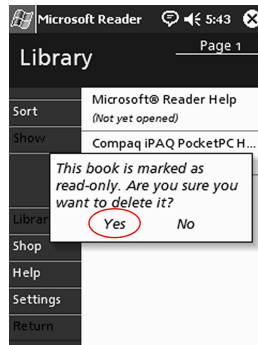
3. Tap and hold the title of your eBook.



4. Tap **Delete**.



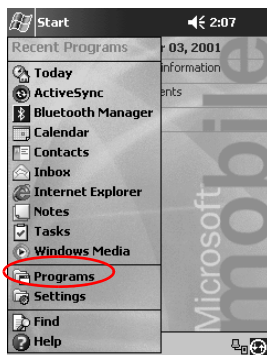
5. Tap **Yes**.



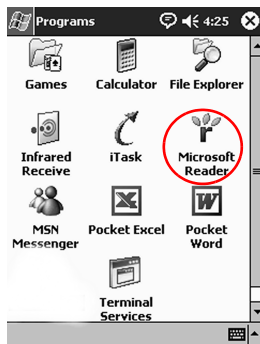
Read an eBook

Read your eBook from start to finish or select specific topics. If you close your eBook and later want to open it, your ebook will open on the last page you read.

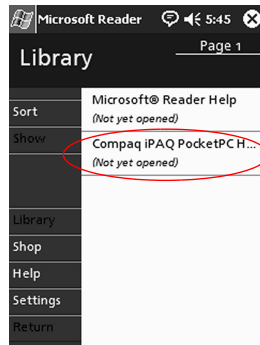
1. From the **Start** menu, tap **Programs**.



2. Tap **Microsoft Reader**.

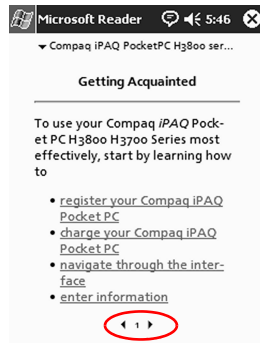


3. Tap the title of your eBook.



4. Tap the page number or left and right arrows to move backward and forward in the book.

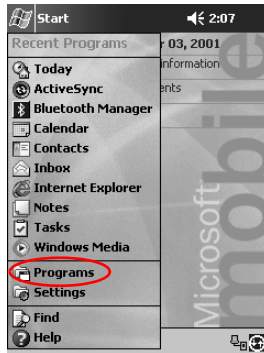
Hint: To jump to a topic, tap a link. Links can occur throughout the text or table of contents. To return from a link, tap the title of the eBook, then tap **Return**.



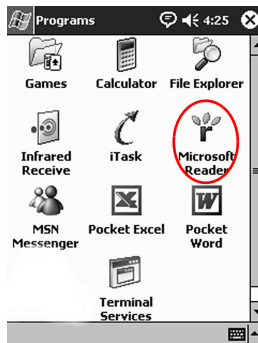
Listen to an eBook

You can listen to an Audible eBook on your iPAQ Pocket PC. For more information on buying and listening to Audible eBooks, go to <http://www.audible.com>.

1. From the **Start** menu, tap **Programs**.



2. Tap **Microsoft Reader**.



3. Tap the title.
4. Tap **Play** to listen to the book.
5. Tap **Stop** to quit listening to the book.

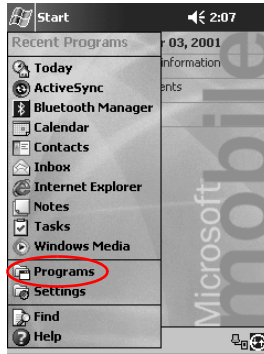
Annotate your eBook

Annotate your eBook text by:

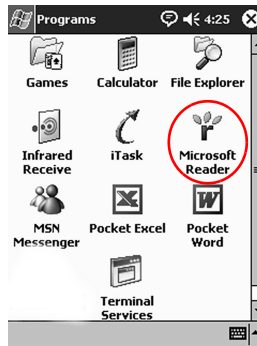
- Creating Bookmarks
- Highlighting Words Or Phrases

- Attaching Notes
- Creating drawings

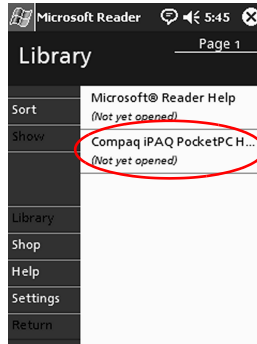
1. From the **Start** menu, tap **Programs**.



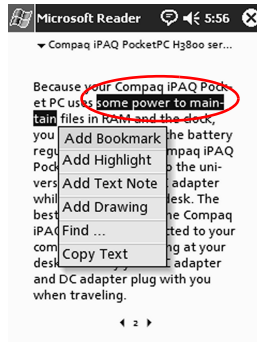
2. Tap **Microsoft Reader**.



3. Tap the title.



4. Highlight and hold the text where you want to create a bookmark, highlight, attach a note, or create a drawing.

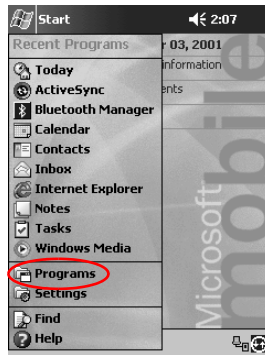


5. Tap **Add Bookmark**, **Add Highlight**, **Add Text Note**, or **Add Drawing** from the pop-up menu.

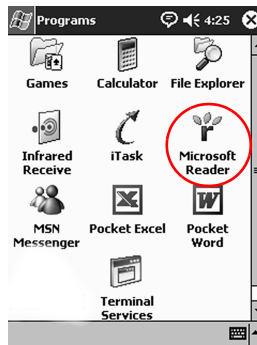
Change the Microsoft Reader options

Customize Microsoft Reader to meet your individual needs. Choose to see visual guides, allow annotations (bookmarks, text notes, drawings, or highlights), or adjust the size of the font.

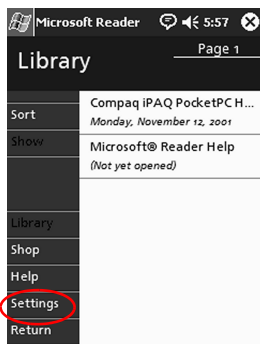
1. From the **Start** menu, tap **Programs**.



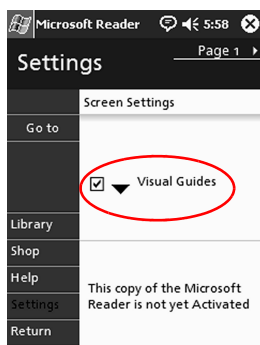
2. Tap **Microsoft Reader**.



3. Tap **Settings**.



4. Tap the **Visual Guides** option.

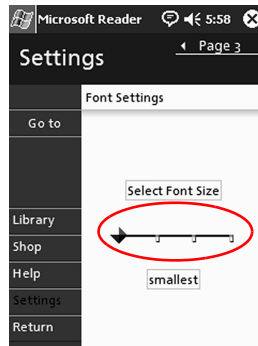


5. Tap **Page 1**.

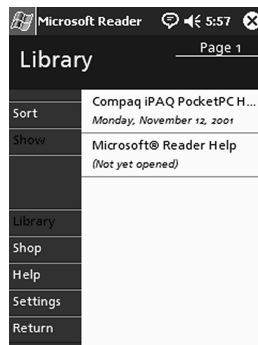
6. Select the **Annotations** options.

7. Tap **Page 2**.

8. Tap and drag the cursor along the ruler to adjust the font size.



9. Tap **Library** to return to the list of eBooks.



Expansion Packs

If you would like to increase the storage and connectivity of your Compaq iPAQ Pocket PC H3900 Series, use the optional:

- Single-Slot or Dual-Slot PC Card Expansion Pack
- CompactFlash Card Expansion Pack
- Expansion Pack Plus

For more information go to Compaq web site (www.compaq.com) or see the *Accessories Information* brochure.

Also, if you would like to increase the memory of your iPAQ Pocket PC without purchasing an expansion pack, install an optional Secure Digital (SD) card into the SD memory slot.

Use the Single-Slot or Dual-Slot PC Card Expansion Pack

You can use the optional Single-Slot or Dual-Slot PC Card Expansion Pack to:

- Create dial-up and wireless connections with optional cards
- Expand memory with optional cards
- Attach options
- Hold two Type II cards or one Type III card (Dual-Slot PC Card Expansion Pack only)



CAUTION: You cannot install CompactFlash (CF) cards into the Single-Slot or Dual-Slot PC Card Expansion Pack unless you have a PC adapter. Otherwise, install CompactFlash cards only into the CF Card Expansion Pack.

Install the expansion pack

1. Slide the iPAQ Pocket PC into the expansion pack until it snaps into place.
2. Push firmly to attach the iPAQ Pocket PC connector to the expansion pack. The iPAQ Pocket PC automatically recognizes the expansion pack.

Find information

You can locate information about the Single-Slot or Dual-Slot PC Card Expansion Packs at:
www.compaq.com/products/handhelds/pocketpc/expansion_packs.shtml

Use the CompactFlash Card Expansion Pack

You can use the optional CompactFlash (CF) Card Expansion Pack to:

- Create a dial-up connection with optional cards
- Expand memory with optional cards
- Hold Type I or II cards



CAUTION: Use CompactFlash cards only in the CF Card Expansion Pack.

Install the card expansion pack

1. Slide the iPAQ Pocket PC into the expansion pack until it snaps into place.
2. Push firmly to attach the iPAQ Pocket PC connector to the expansion pack. The iPAQ Pocket PC automatically recognizes the expansion pack.

Find information

You can locate information about the CF Card Expansion Packs at:

www.compaq.com/products/handhelds/pocketpc/expansion_packs.html

Expansion Cards

Use cards if you would like to expand the memory and connectivity of your Compaq iPAQ Pocket PC H3900 Series. You can:

- View the content of memory cards
- Use the optional 802.11 card to connect wirelessly
- Use an optional modem card to connect to the Internet or your network
- Use an optional CompactFlash card to connect to a LAN or to the Internet or to expand the memory of your iPAQ Pocket PC
- Use an optional Secure Digital (SD) Card to expand the memory of your iPAQ Pocket PC

If you would like...	Then install the...
Wireless connectivity	802.11card
To increase memory	SD memory card
LAN or modem connectivity	Modem, CompactFlash modem card, or CompactFlash LAN card



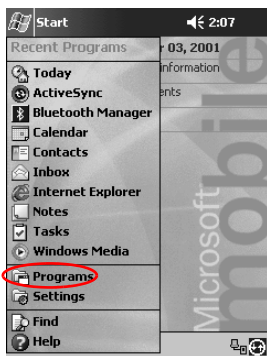
Several vendors manufacture memory and connectivity cards that are compatible with the optional Single-Slot or Dual-Slot PC Card Expansion Packs and CF Card Expansion Packs.

To see a list of the compatible PC cards, go to:
www.compaq.com/products/handhelds/pocketpc/pccardlist.shtml

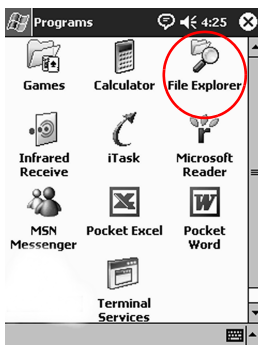
View the Content of Memory Cards

View the files that are located on your optional CompactFlash or Secure Digital cards using File Explorer.

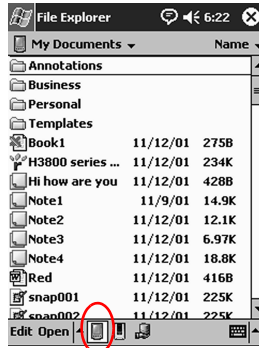
1. From the **Start** menu, tap **Programs**.



2. Tap **File Explorer**.



3. Tap the **Storage Card** icon to see a list of files and folders.



Use the Optional 802.11 Card for Wireless Connection

Use the optional 802.11 card to connect wirelessly to the Internet or to a network with your iPAQ Pocket PC.

Install the 802.11 card

1. Install the Single-Slot or Dual-Slot PC Card Expansion Pack.
2. Insert the 802.11 card into the Single-Slot or Dual-Slot PC Card Expansion Pack. Push the connection edge of the card firmly into the expansion pack slot.



If your 802.11 card is not recognized, follow the manufacturer's instructions to install the driver.

Remove the 802.11 card

1. Close all applications using the 802.11 card.
2. Push the eject button.
3. Pull the 802.11 card from the expansion pack.

Find information

You can locate information about 802.11 cards at:
www.compaq.com/products/handhelds/pocketpc/pccardlist.shtml

Use the Optional Modem Card

Use an optional modem card to connect your iPAQ Pocket PC to the Internet or a network, but you must connect with a cable rather than through a wireless connection.

Install the modem card

1. Install the Single-Slot or Dual-Slot PC Card Expansion Pack.
2. Insert the modem card into the Single-Slot or Dual-Slot PC Card Expansion Pack. Push the connection edge of the card firmly into the expansion pack slot.



If your modem card is not recognized, follow the manufacturer's instructions to install the driver.

Remove the modem card

1. Close all applications using the modem card.
2. Push the eject button.
3. Pull the modem card from the expansion pack and cable.

Find information about modem cards

You can locate information about modem cards at:
www.compaq.com/products/handhelds/pocketpc/pccardlist.shtml

Use Optional CompactFlash Card

You can use an optional CompactFlash (CF) card to:

- Create a LAN connection with a CompactFlash LAN card. Your PC must be configured for a network connection, have an Ethernet card, and have an Ethernet hub or a crossover cable
- Create a modem connection with a CompactFlash modem card, which requires a phone line and a dial-up Internet Service Provider
- Increase the memory capacity of your iPAQ Pocket PC with a CompactFlash memory card

With a CF card, you must connect to a LAN or the Internet with a cable (Ethernet or phone line).

Install the CF card



CAUTION: We recommend that you connect your iPAQ Pocket PC to the AC adapter when installing the expansion pack.

1. Install the CompactFlash (CF) Card Expansion Pack.
2. Insert a CF card into the CF Card Expansion Pack. Push the connection edge of the card firmly into the expansion pack slot.

Remove the CF card

1. Close all applications using the CompactFlash (CF) card.
2. Pull the CF card from the expansion pack.

Find information

You can locate information about CF cards at:
www.compaq.com/products/handhelds/pocketpc/cfcardlist.shtml

Use Optional Secure Digital Memory Card

Introduction

You can use an optional Secure Digital (SD) memory card to increase the memory capacity of your iPAQ Pocket PC.



CAUTION: Install the SD card only into the SD slot on the iPAQ Pocket PC. You cannot install this card into a Single-Slot or Dual-Slot PC Card Expansion Pack or a CompactFlash Card Expansion Pack.

Install the SD card

1. Locate the Secure Digital (SD) slot on your iPAQ Pocket PC.
2. Insert the SD memory card into the external SD slot.
3. Push the connection edge of the card firmly into the external slot until it clicks into place or is flush with the top of the slot.

Remove the SD card

1. Close all applications and files using the Secure Digital (SD) memory card.
2. Push down on the SD memory card.
3. Pull the SD memory card from the slot.

Find information

You can locate information about SD memory cards at:
www.compaq.com/products/handhelds/pocketpc/cfcardlist.shtml

Troubleshooting

Use the following suggestions to troubleshoot problems with Compaq iPAQ H3900 Pocket PC.

The symptom or situation is...	A possible remedy is...
I cannot see anything on the screen.	Make sure the screen is on. Make sure the iPAQ Pocket PC is connected to the AC adapter and the universal cradle.
I cannot keep my battery charged.	Always keep the iPAQ Pocket PC connected to a universal cradle or AC adapter when you are not using it. In the backlight settings slide the bar to the lowest level to conserve the most power.
The backlight keeps turning off.	Change the time the backlight stays on and choose to have the backlight turn on when you touch the screen or push a button.
I cannot connect to my computer using a cable or the cradle.	Make sure your iPAQ Pocket PC is connected to your computer. Make sure the cable is plugged in securely. Make sure your iPAQ Pocket PC is in the cradle securely. If you are using a serial cable, make sure it is plugged into the COM port. If you are using a USB cable, make sure you are running Windows 98, Me, or 2000 and that you have installed Microsoft ActiveSync 3.5 or a later version on your computer. Make sure you install Microsoft ActiveSync 3.5 before connecting your iPAQ Pocket PC.

The symptom or situation is...	A possible remedy is...
I connected my iPAQ Pocket PC before installing Microsoft ActiveSync 3.5.	<p>Remove the USB or serial cable from your computer.</p> <p>If you have Windows 98, 2000, or NT 4.0, uninstall the USB or the serial device record.</p> <p>Install Microsoft ActiveSync 3.5.</p>
Microsoft ActiveSync 3.5 cannot locate my iPAQ Pocket PC when I synchronize.	<p>Make sure your connection is secure.</p> <p>Make sure the screen is on.</p> <p>Make sure the battery is charged.</p> <p>Remove your iPAQ Pocket PC from the cradle or cable, press the Power button, then put it back in the cradle or connect it to the cable.</p> <p>Insert the stylus into the Unit Reset Switch, then press the switch for one second.</p>
I want to travel with my iPAQ Pocket PC.	<p>Back up your information.</p> <p>Take a copy of your backup with you on a CompactFlash memory card.</p> <p>Disconnect all external devices.</p> <p>Take the AC adapter with you.</p> <p>Keep your iPAQ Pocket PC in a protective case and take it with your carry-on luggage.</p>
I want to travel internationally with my iPAQ Pocket PC.	<p>Follow the instructions in "I want to travel with my iPAQ Pocket PC."</p> <p>Make sure you have the modem, cable, and plug adapter appropriate for the country you are visiting.</p>
I want to ship my iPAQ Pocket PC to a repair facility.	<p>Back up your information.</p> <p>Disconnect all external devices.</p> <p>Pack your iPAQ Pocket PC and all external devices in protective packaging.</p>

The symptom or situation is...	A possible remedy is...
I cannot connect to a network.	<p>Make sure you have a compatible Ethernet/LAN card.</p> <p>Make sure you have a DHCP server.</p> <p>Make sure you have added the necessary server information.</p> <p>Make sure the network is not busy.</p> <p>Make sure the proper drivers for your card are installed.</p> <p>Make sure your user name and password are correct.</p>
I cannot find the keyboard.	Tap the Keyboard icon.
I cannot open e-mail in the Inbox after I restore using Microsoft ActiveSync 3.5.	Synchronize with Microsoft ActiveSync 3.5 to link your e-mail from your iPAQ Pocket PC to your computer.
I try to open the Inbox, but receive an error or the application hangs.	Limit the number of e-mail services you create.
I get an error when I try to record a note in Calendar or in Tasks.	Try using a more compressed recording format in Calendar or Tasks (e.g., 8,000 Hz, Mono (.7 KB/s) is the most compressed format available).
I want to see the current date.	<p>From the Start menu, tap Calendar.</p> <p>Tap the Go-to-Today icon to see today's date.</p>
I cannot see all of my appointments.	Make sure the appointment you created is in the selected category.

The symptom or situation is...	A possible remedy is...
I cannot find the document or workbook I saved.	Pocket Word and Excel only recognize and display documents in one folder below My Documents. For example, if you created another folder in the Personal folder in My Documents, the documents in that folder will not be shown.
I tried to synchronize a workbook and the file is unresolved in Microsoft ActiveSync 3.5.	Pocket Excel does not support all Excel formatting; therefore, Microsoft ActiveSync 3.5 cannot synchronize the file.
I cannot view the map that I created using a mapping application on my computer.	Create your map in a version 2001 mapping application.
I created annotations in my eBook and cannot figure out how to delete them.	Navigate to the page that contains the annotation. Tap and hold the bookmark, note, or drawing icon or the highlighted text. Tap Delete from the pop-up menu.
I cannot discover another device.	Try to move closer to the device. Make sure the radio is turned on. Make sure you have not limited your ability to see devices.
I can see other devices, but I cannot connect or exchange data with them.	Try to move closer to the device. Make sure the radio is turned on. Make sure the other device has not restricted your access. Check your transmission power.

The symptom or situation is...	A possible remedy is...
My range seems to be degraded in certain groups.	Check your transmission power.
Other devices cannot find my device.	Try to move closer to the device. Make sure the radio is turned on. Make sure you have not restricted other devices from finding yours.
Other devices can discover my device, but they cannot connect.	Make sure you have not restricted other devices from connecting to yours.
Other devices do not receive my correct business card information.	Make sure you have correctly setup your business card information.
When I exchange business cards, I do not receive the device's data.	Make sure you have the right to retrieve that information from the other computer.
I cannot find my device I saved to a group.	See if they have expired due to inactivity.
My device is always asking me for a password.	Check your passkey settings.
I cannot find files sent to me by another device.	Check your shared directory.

The symptom or situation is...	A possible remedy is...
I cannot delete the "All Devices" group.	This action cannot be performed. The "All Devices" group cannot be renamed or deleted.
I cannot get my iPAQ Pocket PC to recognize the expansion pack.	Make sure you have firmly pushed the iPAQ Pocket PC into the expansion pack.
I cannot insert my card.	Make sure you are not inserting the card at an angle. Make sure you insert the connection area first.
I cannot establish a connection.	Make sure your card is properly inserted into the memory slot on your expansion pack. Follow the manufacturer's instructions to install the driver.
My iPAQ Pocket PC cannot recognize my card.	Perform a soft reset of your iPAQ Pocket PC by inserting the stylus into the unit reset switch at the bottom of your iPAQ Pocket PC, then pressing the switch for one second.

Regulatory Notices

Federal Communications Commission Notice

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

Modifications

The FCC requires the user to be notified that any changes or modifications made to this device that are not expressly approved by Compaq Computer Corporation may void the Reference authority to operate the equipment.

Cables

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

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

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

For questions regarding your product, contact:

Compaq Computer Corporation
P. O. Box 692000, Mail Stop 530113
Houston, Texas 77269-2000

Or, call 1-800-652-6672 (1-800-OK COMPAQ)

For questions regarding this FCC declaration, contact:

Compaq Computer Corporation
P. O. Box 692000, Mail Stop 510101
Houston, Texas 77269-2000
Or, call (281) 514-3333

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

Canadian Notice

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

Avis Canadien

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

European Union Notice

Products bearing the CE marking comply with both the EMC Directive (89/336/EEC) and the Low Voltage Directive (73/23/EEC) issued by the Commission of the European Community and if this product has telecommunication functionality, the R&TTE Directive (1999/5/EC).

Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards and regulations):

- EN55022 (CISPR 22) - Electromagnetic Interference
- EN55024 (IEC61000-4-2, 3, 4, 5, 6, 8, 11) - Electromagnetic Immunity
- EN61000-3-3 (IE61000-3-3) - Power Line Flicker
- EN 60950 (IEC60950) - Product Safety

Japanese Notice

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取扱説明書に従って正しい取り扱いをして下さい。

Battery Warning



WARNING: This computer contains an internal lithium polymer battery pack. To reduce the risk of fire or burns, do not disassemble, crush, puncture, short external contacts, or dispose of in fire or water. Replacement should only be done by a Compaq authorized service provider using the Compaq spare part for this computer.

Airline Travel Notice

Use of electronic equipment aboard commercial aircraft is at the discretion of the airline.

Power Cords

If you were not provided with a power cord for your Compaq iPAQ Pocket PC HSeries or for an AC power accessory intended for use with your device, you should purchase a power cord that is approved for use in your country.

The power cord must be rated for the product and for the voltage and current marked on the product's electrical ratings label. The voltage and current rating of the cord should be greater than the voltage and current rating marked on the product. In addition, the diameter of the wire must be a minimum of 0.75 mm \approx 18AWG, and the length of the cord must be between 5 feet (1.5 m) and 6.5 feet (2 m). If you have questions about the type of power cord to use, contact your Compaq authorized service provider.

A power cord should be routed so that it is not likely to be walked on or pinched by items placed upon it or against it. Particular attention should be paid to the plug, electrical outlet, and the point where the cord exits from the product.



WARNING: To reduce the risk of personal injury, electrical shock, fire, or damage to the equipment:

- Do not disable the power cord grounding plug. The grounding plug is an important safety feature.
 - Plug the equipment into a grounded (earthed) electrical outlet that is easily accessible at all times.
 - Disconnect power from the equipment by unplugging the power cord from the electrical outlet.
 - Do not place anything on power cords or cables. Arrange them so that no one may accidentally step on or trip over them.
 - Do not pull on a cord or cable. When unplugging from the electrical outlet, grasp the cord by the plug
 - Do not use converter kits sold for appliances to power the computer.
-

Hardware Specifications

System Specifications

Specifications

System Feature	Compaq iPAQ H3900 Series
Processor	PXA250
Memory	32 MB SDRAM or greater
Display	Transflective color TFT, 240 x 320 pixels, 64K-color support, .24-dot pitch
LED Backlight	Multi-level brightness adjustment, light sensor for automatic adjustment of brightness level
Audio	Speaker, 3.5 mm stereo headphone jack
Infrared	IrDA, data transfer up to 115.2 Kb per second and Universal Remote Control for control of home entertainment units
Bluetooth	Some models
Communications	Communication port, Expansion Pack connector
Indicators	3 mode alarm notification: Flashing green LED, tone, pop-up message Charge active: flashing/solid amber LED Bluetooth active: flashing/sound blue LED
Battery	Lithium Polymer

Physical Specifications

Compaq iPAQ Pocket PC H3900

	US	Metric
Length	5.28 in	134.0 mm
Width	3.30 - 3.03 in tapering	84.0 - 77.0 mm tapering
Depth	0.63 in	15.9 mm
Weight	6.49 oz	184 g

Operating Environment

Environment

		US	Metric
Temperature	Operating	32° to 104°F	0° to 40°C
	Nonoperating	-22° to 140°F	-30° to 60°C
Relative Humidity	Operating	10 to 90%	10 to 90%
	Nonoperating	10 to 90%	10 to 90%
Maximum Altitude	Operating	0-15,000 ft	14.7 to 10.1 psia
	Nonoperating	0-15,000 ft	14.7 to 10.1 psia

Routine Care and Battery Guidelines

Routine Care

To keep your Compaq iPAQ Pocket PC H3900 Series in good condition and working properly, follow these guidelines:

- Keep your iPAQ Pocket PC away from excessive moisture and temperature extremes. Do not expose your iPAQ Pocket PC to liquids or precipitation.
- Do not place anything on top of your iPAQ Pocket PC to prevent damage to the screen.
- Store your iPAQ Pocket PC in a protective case when not in use.
- Clean your iPAQ Pocket PC by wiping the screen and the exterior with a soft, damp cloth moistened only with water.
- Avoid exposing your iPAQ Pocket PC to direct sunlight or strong ultraviolet light for extended periods of time. Also avoid scratching the surface of the screen and banging it against hard objects.
- Only use the iPAQ Pocket PC stylus to prevent scratching the screen.

Battery Guidelines



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

The iPAQ Pocket PC should not be disposed of along with the general household waste. In order to forward them to recycling or dispose of them properly, please use the public collection system or return them to, your authorized partners, or their agents.

In North America, dispose of the iPAQ Pocket PC by taking advantage of the battery recycling program. You will be provided with a postage-paid battery pack mailer pre-addressed to a reclamation facility where the metals are recycled.



CAUTION: To reduce the risk of electrical shock or damage to the internal components, do not spray liquid directly on the screen or allow excess liquid to drip inside your iPAQ Pocket PC. Using soap or other cleaning products on the screen may discolor the finish and damage the screen.

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