

Lexibook PC Series Instruction Manual

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Introduction

Thank you for purchasing the Lexibook PC Organiser. The product includes the following useful functions to help you organise your daily life :


- Three telephone directories for storing names, contact numbers and addresses.
- Calendar from 1900 to 2099.
- Scheduler with alarm for keeping track and reminding you of appointments.
- Expense manager with 3 files for recording and totalling your expenses.
- Anniversary to record important dates.
- Currency converter for converting the Euro and other currencies.
- Memo function for recording important notes.
- PC Link to synchronise and backup your data to a computer.
- Clock with Home Time and World Time for 32 cities.
- Daily alarm and hourly chime.
- 12-digit calculator.
- Secret function to protect private information.

In order to familiarise yourself with all the useful features and functions please read these user instructions carefully before using your PC Organiser and keep them handy for future reference.




PC Organiser is supplied with a CD-ROM containing Lexibook's PC Link 98 software. In order to use the PC Link function, you must install the PC Link 98 software on your computer. Please refer to the PC Link 98 software installation instructions.

1. Keyboard








General keys

	Switches the unit on and off
ENTER	Confirms selection or saves an entry
A, ..., Z	Alphabetical keys to enter words
SPACE	Insert a space or toggle from one option to another
SHIFT	Press SHIFT to access 2nd functions
CE/C	Clear screen or clear entry
◀▶▲▼	Move cursor left, down, up and right.
∧∨	Search up and Down.

2nd function keys

Symbols	21 symbols can be accessed by pressing SHIFT and SYM (X key).
Accent char. and @	Four accent characters Á, ò, Ñ and é and @ can be accessed by pressing SHIFT and then Q, W, E and R respectively.
	Beep tone. A beep will sound whenever a key is pressed. Press SHIFT and (A) to switch beep tone on or off.
	Secret key. Press SHIFT and (V) to access secret mode.
	Return
AM/PM	To toggle between AM and PM for time setting
DST	To set Daylight Saving Time 'DST' on or off in Home Time mode.
ALM	Alarm mode. Press SHIFT and ALM (N key) to access alarm mode.
Light	Backlight. Press SHIFT and LIGHT (L key) to switch the backlight on and off.
FUNC.	Function setting mode. Press SHIFT and FUNC (▲ key) to access the user settings menu.
EDIT/SET	Editing mode. Press SHIFT and EDIT/SET (▼ key) to access editing mode.
DEL. and INS	Press SHIFT and then DEL (◀ key) or INS (▶ key) to delete a character or insert a space respectively.

Function keys

	Telephone mode
	Schedule, Memo and Anniversary mode
	World / Home Time mode
	Calendar mode
	Expense Manager mode
	Calculator
	Euro and currency conversion mode

Numerical keys

0, 1, 2, ... 9 Numerical keys

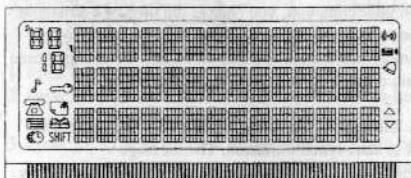
+, -, x, ÷, =, %,

MC, MR, M-, M+ Arithmetic keys for calculation

2. Display and Icons

3 lines x 14 characters display.

13 icons display:



Before using the unit, carefully remove the battery tab which protrudes from the battery slot and the protective sheet covering the LCD display. Press the RESET button on the rear of the unit, then press ENTER. This will initialise your unit ready for use. After resetting the unit, the display language will be English.

3. User Settings

```
>SYSTEM SET UP
MEMORY CHECK
LCD CONTRAST
```

The User Settings function enables you to set functions such as the display language or the date format:

1. To access the User Settings menu, press SHIFT then FUNC (▲ key).
2. Use the ▼▲ keys to move the cursor to the desired function. You can also use the ^∨ keys to scroll up or down the menu.

3.1 Language

```
>LANGUAGE
```

Use the following procedure to set the display language:

1. In the User Settings menu, use the ▼▲ keys to move the cursor to **LANGUAGE** then press ENTER. A menu of available languages is displayed.
 2. Use the ▼▲ keys to move the cursor to the desired language, or, press the ^∨ keys to scroll up or down.
 3. Press ENTER to confirm your selection.
- Press CE/C to exit the language selection and go back to User Settings menu.

3.2 System Set Up

```
>SYSTEM SET UP
MEMORY CHECK
LCD CONTRAST
```

In the User Settings menu, use the ▼▲ keys to move the cursor to **SYSTEM SET UP** then press ENTER. The system set up sub-menu is displayed.

3.2.1 Date Format

1. The cursor is pointing at Format: **Y-M-D**.
2. There are three options for Date Format: Y-M-D (Year-Month-Day), M-D-Y (Month-Day-Year) and D-M-Y (Day-Month-Year)
3. Press the SPACE key repeatedly to select the desired format.

3.2.2 Hour Format

1. Use the ▼ key to move the cursor to **FORMAT: 12HRS**.
2. There are two options for Hour Format: 12 hours or 24 hours.
3. Use the SPACE key to toggle between 12 hours and 24 hours.

3.2.3 Auto Power Off

This function enables you to set the time delay for the unit to automatically switch off if no key is pressed. You can set the time from a minimum of 1 minute up to a maximum of 9 minutes. The default setting is 3 minutes.

1. Use the ▼ key to move the cursor to **AUTO OFF:3**
2. Each time you press the SPACE key the minutes will increase by 1 until you reach 9, then it starts back at 1 minute.

Press ENTER to return to the User Settings menu.

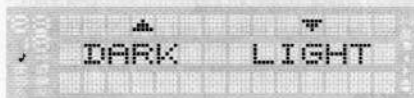
3.3 Memory Check

1. In the User Settings menu, use the ▼▲ keys to move the cursor to **MEMORY CHECK** then press ENTER.

- The display shows the **FREE** and **USED** memory capacity in Kbytes.

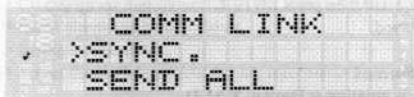
Press CE/C key to return to the User Settings menu.

3.4 LCD Contrast



- In the User Settings menu, use the **▼▲** keys to move the cursor to **LCD CONTRAST** then press **ENTER**.
- Press **▲** to darken the contrast or **▼** to lighten the contrast.
- Press **ENTER** to confirm and return to the User Settings menu.

3.5 Comm. Link



- In the User Settings menu, use the **▼▲** keys to move the cursor to **COMM LINK** then press **ENTER**. Under the **COMM.LINK** menu there are two options: **SYNC**, and **SEND ALL**.

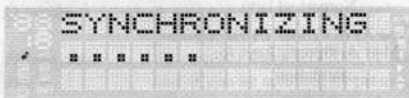
The Comm. Link function enables you to transfer data between your PC Organiser and a computer.

Please note:

- The PC Organiser works only with the PC Organiser cable and Lexibook PC Link 98 software (or later version).
- Before you use the Comm. Link function, the Lexibook PC Link 98 software must be installed on the computer. Refer to the PC Link 98 installation instructions.
- Connect the PC Organiser cable to the computer serial port (COM Port).
- Ensure that the PC Organiser is switched off and then connect the PC Organiser cable jack to the PC Organiser.
- Run PC Link 98 software on your computer.
- Switch on the PC Organiser.

* Ensure you have read through the Help function of PC Link 98 before you use PC Link function with your PC Organiser and your computer.

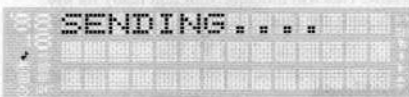
3.5.1 SYNC - Synchronization



The Synchronisation function automatically synchronises the data between your PC Organiser and the PC Link 98 software. Synchronisation ensures that both your PC Organiser and PC Link 98 have the same information. For example, you may use PC Organiser to add two new Telephone records. Then, while using PC Link 98 on your computer, you change the time of a Schedule record. The next time you perform synchronisation, the two new Telephone contacts are copied to PC Link 98 and the changed time of the Schedule event is copied to PC Organiser.

In the Comm. Link menu, move the cursor to **SYNC**, and then press **ENTER** to start synchronization. The message **SYNCHRONIZING** is displayed while the PC Organiser is synchronizing with your computer. When synchronization is complete, the message **FINISHED!** will be displayed.

3.5.2 SEND ALL - Send all data



Send All Data transfers data from the PC Organiser to the computer. Use this function if the data in PC Link 98 on the computer has been lost. Before proceeding, read through the related section in the Help function of the PC Link 98 software.

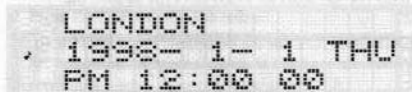
In the Comm. Link menu, move the cursor to **SEND ALL** and then press **ENTER** to start. The message **SENDING.....** is displayed while the data is transferred to the computer. When the process has finished, the message **FINISHED!** will be displayed.

During synchronization or sending all data, you may press **CE/C** to abort the process. The message **ABORT!** will be shown. Press any key to return to normal operation.


4. Home Time / World Time

Home Time displays the current home time and date while World Time displays the time of any one of a selection of 32 cities. The calendar function runs from January 1, 1900 until December 31, 2099.

4.1 Home Time





LONDON
1998-1-1 THU
PM 12:00 00

1. Press the  key once.
2. Press SHIFT then EDIT/SET (▼ key) to edit the home time. The home city name flashes.
3. Press ^ / v keys to scroll through the city list to find your home city, e.g. PARIS, then press ENTER to confirm.
4. The date will flash. Enter the current date and time. Use ◀ ▶ ▲ ▼ keys to move the cursor as necessary. Press AM/PM (B key) to toggle from AM to PM, if necessary.
5. Press ENTER to confirm the home time setting, OR press CE/C to abort.

If a wrong date or time format is entered such as 1998 - 06 - 31 12: 60 pm, the unit will display **SET ERROR!** for 2 seconds then return to original setting display.

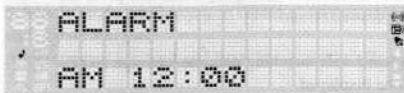
Press DST (M key), if necessary, to set the Daylight Saving Time 'DST'.

4.2 World Time

1. Press  key twice to display World Time (with  icon).
2. Press ^ / v keys to scroll through the list to find the desired city, e.g. NEW YORK.

5. Alarm

Setting the Alarm




ALARM
AM 12:00


1. To set the daily alarm, firstly select Home Time mode, press

SHIFT then ALM (N key).

2. Press SHIFT then EDIT/SET (▼ key). Enter the desired alarm time. Press ENTER to confirm.
3. Press SHIFT then ALM (N key) repeatedly to select the different alarms: -

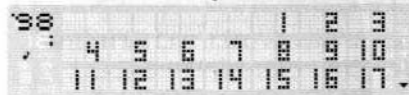
When ((.)) is displayed, the daily alarm is ON

When  is displayed, the hourly chime is ON

When the  is displayed, the schedule alarm is ON.


6. Calendar mode

The calendar runs from January 1st 1900 to December 31st 2099.



98 1 2 3
4 5 6 7 8 9 10
11 12 13 14 15 16 17

6.1 Viewing the current month

1. Press the  key to enter calendar mode.
2. Move the cursor to the desired day by using the ◀ ▶ ▲ ▼ keys.

6.2 Viewing a specific month

1. Press ^ / v keys to scroll through the calendar month by month.
2. Or, press the CE/C key, enter the desired date and then press ENTER. The corresponding date is displayed.

6.3 Display Format

Month display format

The day dates are always displayed line per line in the following order:

SUNDAY, MONDAY, TUESDAY, WEDNESDAY, THURSDAY, FRIDAY and SATURDAY.

'98 for year 1998 and 1 for January.

6.4 Appointment marker

1. The dots displayed at the right-hand side of a day date indicate there are schedule, memo, and anniversary records on this date.

98
.
4 5 6 7 8 9 10
11 12 13 14 15 16 17

2. A dot shown at the top is for a Schedule item; a dot in the middle is for a Memo and a dot at the bottom is for an Anniversary.

7. Telephone mode

1.TEL1
2.TEL2
3.TEL3

There are 3 telephone directories (TEL1, TEL2 and TEL3) for storing names, telephone numbers and addresses.

7.1 Naming Telephone Directories

1. Press SHIFT then EDIT/SET (▼ key). The cursor flashes on the first character of TEL1.
2. Use the ◀▶▲▶ keys to move the cursor to the desired directory then type the desired name (max. 10 characters) for example, PERSONAL, BUSINESS and OTHER. Press ENTER to confirm and save.

0 \$ £ ¤ # * ^
! () B > & :
_ / \ ? → ←

Various symbols can be accessed by pressing SHIFT and SYM (X key).

Accent characters Ä, ö, Ñ and é and @ can be accessed by pressing SHIFT and Q, W, E and R & T respectively.

Pressing the calculator keys +, -, x, ÷ displays those symbols.

7.2 Entering Telephone records

Example: JOHN SMITH, LEXIBOOK SA.
Tel 01 3135 7528 Fax 01 3135 7856
Address : PARIS

- TEL1
NAME?

1. Press the ☎ key to enter Telephone mode and select the desired directory. NAME ? is shown below the directory name.
2. Type in the name JOHN SMITH. (Press SHIFT then SPACE to move to the next line, if necessary.) Press Enter to save the name.
3. Type in TEL : 01 3135 7528 then FAX : 01 3135 7856 . Press SHIFT then SYM (X key) to select the symbol : . Press ENTER to save the number.
4. Type in PARIS for the address. Press ENTER to save the address.
5. Type in LEXIBOOK S.A. for the company. Press ENTER to save.

JOHN SMITH
TEL:01 3135 75
284

6. The message **DATA ENTERED!** is displayed 2 seconds to confirm your record has been saved. The complete record is displayed. If there are more than 3 lines the ▼ symbol prompts you to scroll down.

7.3 Searching for Telephone records

To search for telephone records, firstly enter the desired telephone directory:

- TEL1
COMPANY?

Sequential search - Press the ^ v keys to scroll through the records in alphabetical order until you find the desired record.

Direct search - Type in the first characters of the name then press the ^ v keys to find the desired record.

Company search - Press the CE/C key to change from NAME ? to COMPANY ?.

Type the first characters of the company name and press the ^ v keys to find the desired record.

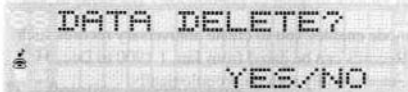
If there is no record with matching data the message **NOT FOUND!** will be displayed.

7.4 Editing Telephone records

1. Find the record you want to edit.
2. Press SHIFT then EDIT/SET (▼ key) to enter edit mode. The first item NAME ? is displayed and the first character of the name flashes.
3. Repeat the name as desired. Use the ◀▶▶ keys to move the cursor to the desired position and edit. Press SHIFT and INS (▶ key) to insert characters. Press SHIFT and DEL (◀ key) to delete characters. Press CE/C key to clear the field.
4. Press ENTER to save the name.
5. The second item NUMBER ? is shown and the first character of the telephone number flashes. If changes are needed, repeat the procedure above. If not, just press ENTER.
6. Repeat until the last item COMPANY ? is displayed.
7. Finally, press ENTER to save the edited record. DATA ENTERED! is displayed for 2 seconds. The edited record is displayed.

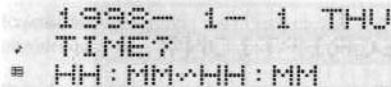
To exit from edit mode without saving modifications, press CE/C repeatedly until the directory name is shown, or press any Function key to jump to another function.

7.5 Deleting Telephone records



1. Find the record you want to delete.
2. Press SHIFT then DEL (◀ key).
3. The display shows DATA DELETE? YES/NO. Press Y to confirm, or press N or CE/C to cancel.

8. Schedule mode



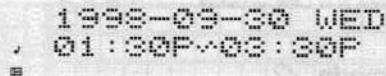
Schedule mode enables you to create appointments or messages with a date and time.

Appointments can be dated from Jan. 1 1900 to Dec. 31 2099.

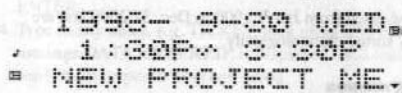
8.1 Entering an appointment


Example: Enter a new project meeting on 30 September 1998 at 1:30 PM. to 3:30 PM.

1. Press the ✍ key once to enter Schedule mode.
2. The current date is displayed. If you want to make the appointment on another date, press CE/C, type in the desired date and press ENTER.
3. Type in the time 0130 PM, press the ▶ key and then 0330 PM and press ENTER to save. Press SHIFT then AM/PM (B key) to toggle from AM to PM.



4. Type in the description NEW PROJECT MEETING. If necessary, press SHIFT then SPACE key to go to the next line.



5. Press ENTER to save the record.
6. Press SHIFT then ALM (N key) to turn on the schedule alarm. The schedule alarm icon  is displayed. To turn off schedule alarm, press SHIFT then ALM (N key) again.

8.2 Searching for Schedule records

Sequential search - Use the ^ \ keys to search day by day.

Initial search - Type in the initial characters of record then press the ^ \ keys to display the matching appointment.

Date search - Press the CE/C key to select the date, type the desired date then press ENTER.

If there is no record with matching data the message NOT FOUND! will be displayed.

8.3 Editing schedule records

1. Find the appointment you want to edit.
2. Press SHIFT then EDIT/SET (▼ key) to enter the edit mode. The first character of the start time flashes. Modify the start time if necessary.
3. Press ENTER to save. Repeat the procedure above as necessary for each part of the record.

4. Finally, press **ENTER** to save the revised appointment. **DATA ENTERED!** is displayed for 2 seconds. The edited record is displayed.

To exit from edit mode without saving modifications, press the **CE/C** key, or press any Function key to jump to another function.

8.4 Deleting schedule records

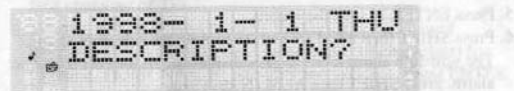
1. Find the appointment you want to delete.
2. Press **SHIFT** then **DEL** (◀ key).
3. The display shows **DATA DELETE? YES / NO**. Press **Y** to confirm, or press **N** or **CE/C** to cancel.


9. Memo mode

Memo mode enables you to create memorandums or notes with a date.

Memos can be dated from Jan. 1 1900 to Dec. 31 2099 and are automatically sorted chronologically.

9.1 Entering memos



1. Press the  key twice to enter Memo mode.
2. The current date is displayed. If you want to make the memo on another date, press **CE/C**, type in the desired date and press **ENTER**.
3. Type the contents of the memo. If necessary, press **SHIFT** then **SPACE** key to go to the next line.
4. Press **ENTER** to save the memo.

9.2 Searching for Memos

Sequential search - Use the \wedge \vee keys to search record by record.

Initial search - Type in the initial characters of the record then press the \wedge \vee keys to display the matching memo.

Date search - Press the **CE/C** key to select the date, type the desired date then press **ENTER**.

If there is no record with matching data the message **NOT FOUND!** will be displayed.

9.3 Editing memos

1. Find the memo you want to edit.
2. Press **SHIFT** then **EDIT/SET** (▼ key) to enter the edit mode. The first character of the memo flashes.
3. Edit the memo as desired. Use the ◀ ▶ ▲ ▼ keys to move the cursor to the desired position and edit. Press **SHIFT** and **INS** (▶ key) to insert characters. Press **SHIFT** and **DEL** (◀ key) to delete characters.
4. Finally, press **ENTER** to save the revised memo. **DATA ENTERED!** is displayed for 2 seconds. The edited record is displayed.

To exit from edit mode without saving modifications, press the **CE/C** key, or press any Function key to jump to another function.


9.4 Deleting memos

1. Find the memo you want to delete.
2. Press **SHIFT** then **DEL** (◀ key).
3. The display shows **DATA DELETE? YES / NO**. Press **Y** to confirm, or press **N** or **CE/C** to cancel.

10. Anniversary mode

Anniversary mode enables you to create anniversary records such as birthdays. Records can be dated from Jan. 1 1900 to Dec. 31 2099 and are automatically sorted chronologically.

10.1 Entering an anniversary

1. Press the  key three times to enter Anniversary mode.
2. The current date is displayed. If you want to make the anniversary on another date, press **CE/C**, type in the desired date and press **ENTER**.
3. Type in the description. If necessary, press **SHIFT** then **SPACE** key to go to the next line.



4. Press **ENTER** to save the record.

10.2 Searching for anniversaries

Sequential search - Use the \wedge \vee keys to search record by record.

Initial search - Type in the initial characters of the record then press the \wedge \vee keys to display the matching record.

Date search - Press the CE/C key to select the date, type the desired date then press ENTER.

If there is no record with matching data the message **NOT FOUND!** will be displayed.

10.3 Editing anniversary records

1. Find the anniversary you want to edit.
2. Press SHIFT then EDIT/SET (\blacktriangledown key) to enter the edit mode. The first character of the description flashes.
3. Edit the anniversary as desired. Use the \blacktriangleleft \blacktriangleright keys to move the cursor to the desired position and edit. Press SHIFT and INS (\blacktriangleright key) to insert characters. Press SHIFT and DEL (\blacktriangleleft key) to delete characters.
4. Finally, press ENTER to save the revised anniversary. **DATA ENTERED!** is displayed for 2 seconds. The edited record is displayed.

To exit from edit mode without saving modifications, press the CE/C key, or press any Function key to jump to another function.

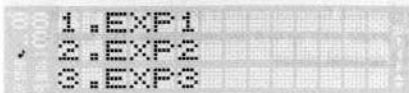
10.4 Deleting anniversaries

1. Find the anniversary you want to delete.
2. Press SHIFT then DEL (\blacktriangleleft key).
3. The display shows **DATA DELETE? YES / NO**. Press Y to confirm, or press N or CE/C to cancel.

11. Expense manager

Expense Manager enables you to keep track of your expenses and provides quick calculation of amounts spent over a period.

Press the F1 key to enter expense manager mode. There are 3 expense files to store your payments.



11.1 Naming the CE files

1. Press SHIFT then EDIT/SET (\blacktriangledown key). The cursor flashes on the first character of EXPI.
2. Use the \blacktriangleleft \blacktriangleright keys to move the cursor to the desired file and type in the name you want (max.10 characters). Press ENTER to confirm and save.

11.2 Entering expenses

Example: Spend 100 on 20 Dec. 1998 for a ticket.



1. Select the desired file, e.g. 1. For EXPI
2. Enter the date, 20 Dec 1998, and then press ENTER.
3. Enter the amount, 100, using the number keys and then press ENTER.
4. Type in any notes, e.g. TICKET, then press ENTER to save. The message **DATA ENTERED!** is displayed for 2 seconds to confirm the expense has been saved.

11.3 Searching for expense records

Sequential search - Press the \wedge \vee keys to display records sorted in alphabetical order.

Date search - Press the CE/C key to select the date, type the desired date then press ENTER.

If there is no record with matching data the message **NOT FOUND!** will be displayed.

11.4 Editing expense records

1. Find the expense record you want to edit.
2. Press SHIFT then EDIT/SET (\blacktriangledown key) to enter the edit mode. Change the date, if necessary, then press ENTER.
3. Change the amount, if necessary, then press ENTER
4. Change the note, if necessary, then press ENTER. **DATA ENTERED!** is displayed for 2 seconds. The edited record is displayed.

During editing, press the CE/C key to clear the field.

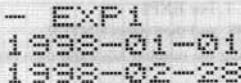
To exit from edit mode without saving modifications, press CE/C repeatedly until the file name is shown, or press any Function key to jump to another function.

11.5 Deleting expense records

1. Find the expense record you want to delete.
2. Press SHIFT then DEL (◀ key).
3. The display shows **DATA DELETE? YES / NO**. Press Y to confirm, or press N or CE/C to cancel.

11.6 Totalling expense records

1. Select the desired expense file.
2. When the date is shown, press SHIFT then AMOUNT (S key).
3. Use the ◀ ▶ keys to enter the desired starting date and ending dates for the period you want to total, then press ENTER.
4. The TOTAL AMOUNT for the selected file and the specified period will be displayed.





--- EXP1 ---
1998-01-01
1998-02-28

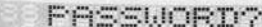
12. Secret mode

Secret mode can be used to set a password to protect any information in telephone, memo, schedule, anniversary and expense manager.


12.1 Setting a password


1. In any one of telephone, memo, schedule, anniversary and expense manager mode, press SHIFT then  (V key).
2. Enter your desired password of up to 8 characters, then press ENTER. The  symbol is displayed indicating that secret mode is ON.
3. In secret mode, any new records created in telephone, memo, schedule, anniversary and expense manager mode will be marked as secret. These records can only be viewed when the secret mode is ON.

12.2 Switching ON secret mode



PASSWORD?


1. In any one of telephone, memo, schedule, anniversary and expense manager mode, press SHIFT then  (V key).

2. Enter the correct password. The  symbol is displayed indicating that secret mode is ON.
If a wrong password is entered, **ERROR!** will be displayed for 1 second. Enter the correct password.


12.3 Editing the password



1.EDIT
2.CLOSE

1. When the secret mode is ON, press SHIFT and  (V key).
Two options are shown: **1. EDIT 2. CLOSE**
2. Press number 1.
3. **EDIT PASSWORD** is displayed and the old password will flash. Change the password and then press ENTER to confirm. To quit the password-editing mode, press CE/C.

12.4 Switching OFF secret mode


1. When the secret mode is ON, press SHIFT and  (V key).
Two options are shown again: **1.EDIT 2. CLOSE**
2. Press number 2.
3. The secret mode is OFF and the secret key icon is removed.

13. Calculator mode



CALCULATOR

There is a 12-digit calculator with memory functions.

1. Press the  key once to enter calculator mode
2. Use the separate numerical keypad, arithmetic, percentage, memory and C/CE keys to perform simple calculations.

14. Euro/Currency Conversion Mode €

14.1 Euro conversion

The EURO conversion function enables conversion of 8-digit amounts using a rate with up to 6 decimal places. The result is rounded up to 2 decimal places.

The rates between the EURO and the 11 'Euroland' currencies are fixed and have been pre-stored. You cannot change these rates. Please refer to the list of rates below.

Euroland Currency units and exchange rates:-

Currency Unit	Curr. Descripta.	Country	Euro rate
FRF	French Franc	France	1 Euro = 6.55957 FRF
DEM	Deutsch Mark	Germany	1 Euro = 1.95583 DEM
IEP	Punt	Ireland	1 Euro = 0.787564 IEP
ESP	Peseta	Spain	1 Euro = 166.386 ESP
ITL	Lira	Italy	1 Euro = 1936.27 ITL
ATS	Shilling	Austria	1 Euro = 13.7603 ATS
BEF	Belgium Franc	Belgium	1 Euro = 40.3399 BEF
FIM	Finish Mark	Finland	1 Euro = 5.94573 FIM
LUF	Lux. Franc	Luxembourg	1 Euro = 40.3399 LUF
NLG	Guilder	Holland	1 Euro = 2.20371 NLG
PTE	Escudos	Portugal	1 Euro = 200.482 PTE

To make conversion

Example: 200 EURO = ? FRF

OPERATION	DISPLAY
Press € key once	EURO → ATS EURO 1 ATS 13.7603
Press ▲ or ▼ key until the desired currency appears, i.e. EURO → FRF (If desired, press ◀ or ▶ key to change the conversion direction, i.e. EURO ← FRF .)	EURO → FRF EURO 1 FRF 6.55957
Enter 200 EURO and then press <ENTER> to see the result.	EURO → FRF EURO 200 FRF 1311.91

14.2 Converting other currencies

Besides the EURO converter, there are 5 other currency conversions available.

(Default : USD → * 1)

To make the currency conversion, you need to set the currency unit code and exchange rate.

Example: To set rate USD = 0.6292 GBP

OPERATION	DISPLAY
Press € twice.	USD → * 1 USD 0 * 1 0
Press SHIFT and EDIT / SET (▼), then use the ▲ ◀ ▶ ▼ keys to move the cursor to the desired position.	RATE SET USD 1 * 1 0
If desired, enter a new currency name (max. 4 characters) and then enter the new rate. Press ENTER to confirm.	USD → GBP USD 1 GBP 0.6292

To make conversion

Example: 1540 USD = ? GBP

Press ▲ or ▼ key to select the desired currencies. USD → GBP (If desired, press ◀ or ▶ key to change the conversion direction, i.e. USD ← GBP .)	USD → GBP USD 1 GBP 0.6292
Enter 1540 USD and then press ENTER to see the result.	USD → GBP USD 1540 GBP 968.968

15. Backlight

The backlight enables you to see the display more clearly in poor viewing conditions.

1. Press SHIFT then LIGHT (L key) to light up the screen.
2. The light will remain on unless no key is pressed within 15 seconds.

16. Reset

In the unlikely event that your unit should cease to function or stop operating you can reset it by a simple procedure. **WARNING:** operating this procedure will delete all data (including secret data).

1. Turn the unit over and locate the small RESET hole on the back of the product.
2. Insert a small, thin, blunt instrument, such as a paperclip, into the recess, press gently and then release. **RESET OK?** is displayed.

3. To abort reset, press any key other than ENTER.
4. To confirm reset, press ENTER. **RESET OK!** is displayed.

All the data including secret data are deleted. The home city will be reset to London and the date and time reset to 1998-01-01 THU 12:00 PM.

17. Batteries

The unit is powered by 2 CR2032 batteries. Before changing the batteries, turn off the unit. Don't change batteries when the Organiser is still switched on as this can cause data loss. Never remove two batteries at the same time, as this may cause data loss. Be sure to complete the replacement of each battery within 1 minute.

Open the battery cover. Firstly, replace the top battery with a new one with (+) polarity facing up. Then replace the bottom battery with a new one. Replace the battery cover.

RESET? is displayed. Touch any key other than ENTER.

18. PC Link 98 - Installation instructions

System requirements

Your PC must meet the following requirements to install and use PC Link 98 software:

- Windows 95
- 8MB RAM (16MB recommended)
- 10MB available hard disk space
- VGA monitor or better
- CD-ROM drive
- One available serial (COM) port

Installing the software

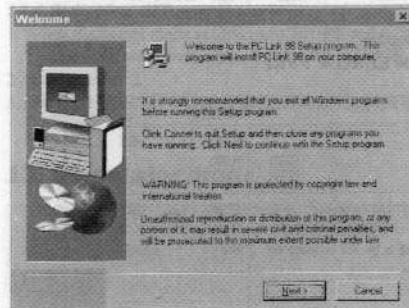
Use the following steps to install PC Link 98 software:

1. Exit all Windows programs.
2. Insert the PC Link 98 CD-ROM into your CD-ROM drive.
3. The CD-ROM will run automatically and the Language

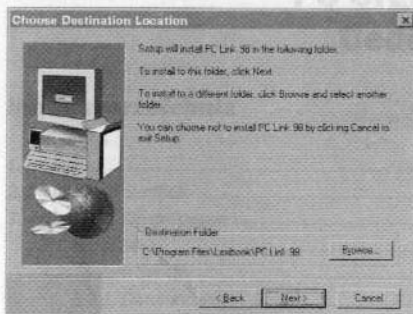
Selection screen will appear:



4. Move the mouse pointer over the desired language and click on it.
5. PC Link 98 Setup will prepare the InstallShield Wizard and the 'Welcome' screen will appear:
6. Follow the prompts, paying particular attention to make sure all Windows programs are closed. Click on 'Next' to continue installation.



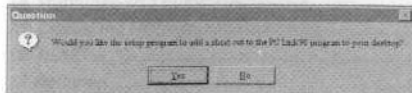
7. The next screen shows the directory where the program will be installed. The default location is C:\Programs\Lexibook\PC Link 98. If this is OK, click on 'Next'. If you wish to install the program in a different directory, click on 'Browse', select the desired directory clicks on 'OK' and then click on 'Next'.



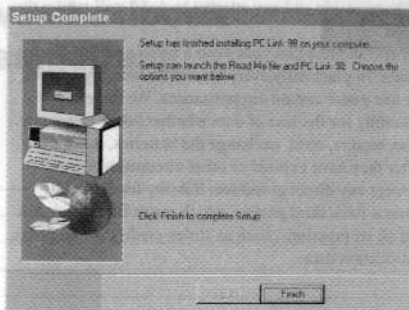
8. The next screen shows you the Program Folder. Click 'Next' if this is OK, or follow the prompt to rename the folder or select an existing folder, then click 'Next'.



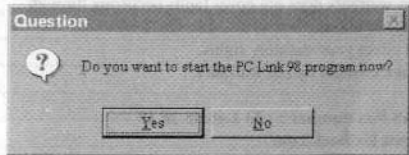
9. Setup will now copy the files to your hard disk.
10. You will then be asked if you would like Setup to add a PC Link 98 short cut to your desktop. Click on 'Yes' to add a short cut or 'No' if you do not want a short cut.



11. The next screen confirms that Setup has finished installing PC Link 98. Click on 'Finish' to complete Setup.



12. The next screen asks if you want to start PC Link 98. Click on 'Yes' to start the program. If you do not wish to start the program now, click on 'No'.
13. You can start the program at any time by clicking on Start then Programs then Lexibook and then PC Link 98.



14. We recommend you that read the PC Link 98 User Guide in order to familiarise yourself with PC Link 98's functions and operation. To open the PC Link 98 User Guide, clicking on Start then Programs then Lexibook and then PC Link 98 User Guide. You can also refer to the Help function within the PC Link 98 program.

19. Care and safety

1. Avoid extremes in temperature, exposure to direct sunlight, water, humidity and dust.
2. Don't drop the Organiser as this may damage it.
3. Do not use detergent, liquid cleaners or solvents to clean the unit. Wipe the unit with a clean, soft dry cloth.
4. Keep the Organiser away from strong magnetic fields (e.g. loudspeakers), and any source static electricity.
5. Don't attempt to dismantle the Organiser. There are no user

serviceable parts inside and any attempt to do so will render the warranty void.

6. We strongly recommend that you keep a written record of all important data. In practically every electronic memory system, data can be lost under certain circumstances. We therefore accept no liability for the loss of data whether this is caused by incorrect use, repairs, error, exchange the batteries, using the batteries after they have expired or other circumstances.
7. We don't accept any direct or indirect liability for financial losses or claims from third parties, which result from using this product and all its functions, such as stolen credit card numbers, loss or modification data.

20. Warranty

This product is covered by our comprehensive 1-year warranty. In the case of any fault please return the unit to us for replacement or repair. A copy of your sales receipt must be included as proof of purchase. This warranty does not cover faults occurring through misuse, damage or abuse.

This does not affect your statutory rights.

Batteries are not covered by our warranty.

Lexibook ASS Fax number : +33 1 46 85 28 18

Web site : www.lexibook.com

21. Dimensions and weight:

120 x 77 x 13.5mm, 80g (with batteries)

Thank you for taking time to read this manual. We hope you will enjoy using your PC Organiser.