WorkPad 2MB Upgrade Features

• **Store more data:** up to 6000 addresses, 5 years of appointments, 1500 to do items, 1500 memos, and 200 e-mails on your WorkPad.

• **Take advantage** of the latest application improvements using the Palm OS™ 3.0 (preinstalled on the memory card).

• **Upgrade to future releases** of the Palm OS using Flash Memory without replacing the memory card.

"**Beam**" addresses, events, categories and applications using the infrared port.

Enter expense data while on the road, then with one touch, transfer your expenses to a Microsoft Excel spreadsheet.

Read and compose e-mail while away from your desk and set Mail's HotSync® option to download only unread messages.

Choose larger fonts in the Options menu to make the screen easier to read.

Specify alarm sounds and time intervals using new alarm options.

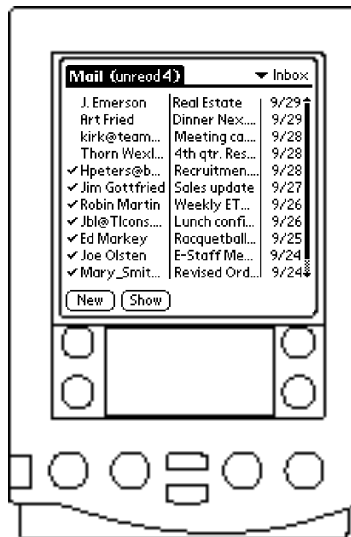*See the WorkPad manuals for step-by-step instructions.*

Activating WorkPad Mail

Read and manage your e-mail

Read, reply, compose and delete e-mail messages on your connected WorkPad. Use HotSync® technlogy to synchronize with the e-mail application on your computer.
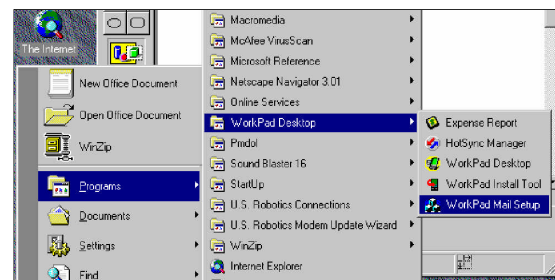
WorkPad Mail is compatible with many popular e-mail applications*

• Eudora 3.0.3 or higher

• Lotus cc:Mail versions 7.0, 6.0 and 2.5

• Microsoft Exchange 4.0 or higher

• Microsoft Outlook 97

• Microsoft Outlook Express

• Microsoft Windows Messaging 4.0

Install WorkPad Mail at your convenience

To set up your WorkPad Mail application, just click the Windows Start menu, select Programs and WorkPad Desktop, and then select WorkPad Mail Setup. The instructions will guide you through the setup process. To learn more about the WorkPad Mail application, see the "Mail" chapter in the *Applications Handbook for the WorkPad*.

See the Accessory Catalog for information on the optional modem.

Contacts

Technical Support

To register your WorkPad and to receive your personalized registration number prior to receiving technical support, refer to the Registration Number listing. If you need assistance installing the WorkPad 2MB Upgrade or using your WorkPad, refer to the Support Number listing.

Country/Language	Registration Number	Support Number
Austria/German	01-54658-5075	01-54658-5060
Belgium/Flemish	02-717-2504	02-714-3570
Belgium/French	02-717-2503	02-714-3515
Canada	1-800-565-3344	1-800-565-3344
Denmark/Danish	03-525-6905	03-525-0291
Finland/Finnish	9-22-931805	9-22-931840
France/French	01-6932-4003	01-6932-4040
Germany/German	069-6654-9003	069-6654-9040
Ireland/English	01-815-9207	01-667-1845
Italy/Italian	02-482-75003	02-482-75040
Netherlands/Dutch	020-504-0531	020-504-0501
Norway/Norwegian	02-305-3203	02-305-3240
Portugal/Lisboa	0034-1-662-4270	01-791-5147
Portugal/Porto	0034-1-662-4270	02-207-1147
Puerto Rico	1-800-772-2227	1-800-772-2227
Spain/Spanish	91-662-4270	91-662-4916
Sweden/Swedish	08-632-0063	08-751-5227
Switzerland/German	01-212-1810	0848-805252
Switzerland/French	022-310-0418	0848-805252
Switzerland/Italian	091-971-0523	0800-806030
United Kingdom/Enlish	01475-555555	01475-555055
United States/English	1-800-772-2227	1-800-772-2227

Note: In other countries, contact you IBM reseller or IBM marketing representative.

IBM

WorkPad®

Your PC Companion

Contents
• WorkPad 2MB Upgrade memory card
• New memory door with infrared support
• WorkPad Desktop organizer software CD-ROM (for PC only)
• Basic Handbook for the WorkPad
• Applications Handbook for the WorkPad
• Installation Guide

WorkPad 2MB Upgrade Installation Guide
For the WorkPad-10U

I. Install the WorkPad Desktop Software

The WorkPad 2MB Upgrade includes a new memory card, a new memory door with an infrared window for your WorkPad and new WorkPad Desktop software for your PC*. Just follow these simple instructions to install the software on your PC first and then install the memory card in your organizer. In just minutes you'll be ready to enjoy all the new WorkPad 2MB Upgrade features.

Protect your data! Complete all steps in the order listed or you may lose your user data.

1. Insert your WorkPad in the cradle and press the HotSync® button to back up your data.

2. Remove your WorkPad from the cradle.

3. Insert the WorkPad Desktop software CD into your CD-ROM drive and click the Install button. When the WorkPad Desktop Installer menu appears, follow the instructions on the screen to install the software.

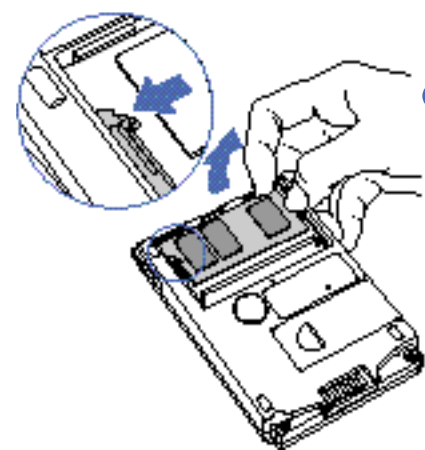4. Perform a HotSync operation to complete the WorkPad Desktop software installation process.

Note: Windows NT users need write privileges to install the software and must install it in their user account, not in the administrator account.

* Macintosh systems are not supported.
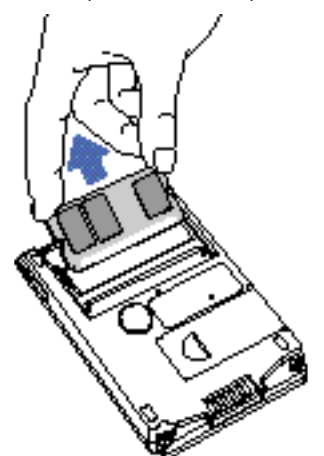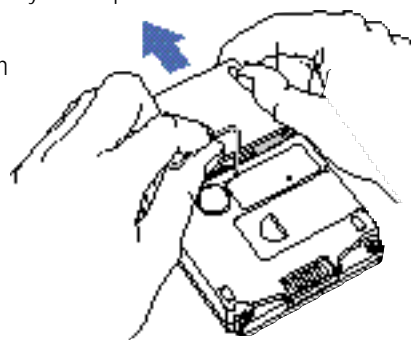
II. Remove Your Existing Memory Card

Removing the current memory card from your WorkPad deletes your add-on software applications. You will need to reinstall your add-on software applications after you install the new memory card.

1. Turn off your WorkPad and remove the battery door and batteries from the back of your WorkPad.

2. Remove any static electricity from your body by touching a grounded metal object, such as the bare metal case on the back of your computer.

3. Remove the memory door by pushing on the foot in the upper-right corner. If it is difficult to remove, gently insert a paper clip into the memory door release hole while pushing on the foot.
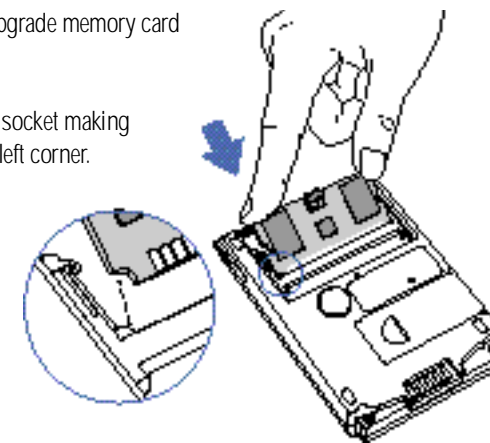
4. Release the memory card by sliding one of the metal or white plastic clips towards the side of your WorkPad while gently lifting the card until it clears the clip. Repeat this step with the other clip.

5. Remove the memory card from its socket by gently rocking it from side to side as you pull the card away from the socket.
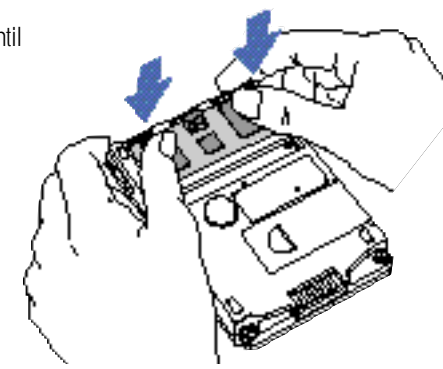
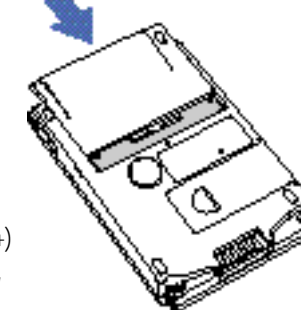## III. Install the WorkPad 2MB Upgrade Memory Card

1. Remove the WorkPad 2MB Upgrade memory card from its bag.

2. Firmly insert the card into the socket making sure the notch is in the lower left corner.

3. Press the top corners of the card until the clips snap in place.

4. Slide the **new** memory door over the memory compartment. **Do not use the old memory door; it will damage the new memory card.**
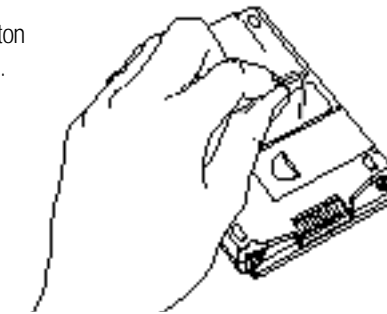
5. Replace the batteries making sure the positive (+) and negative (-) ends are in the correct position, and then replace the battery door.

Note: Your WorkPad will not work until you reset it as described on panel IV.

IV. Transfer Your Data to Your WorkPad

1. Perform a Soft Reset by pressing the reset button on the back of your WorkPad with a paper clip.

2. Calibrate the screen by tapping the targets with the stylus and set the time and date.

3. Perform a HotSync® operation to transfer your user data from the WorkPad Desktop software to your WorkPad. Select your user name when prompted.

4. After the HotSync operation, tap the reset button on your WorkPad screen.

5. Reinstall any add-on software applications.

Congratulations!

You've completed the WorkPad Desktop software and 2MB Upgrade installation. Read on for a quick overview of the new features. For additional information, consult the *Basic Handbook* and the *Applications Handbook*.

See back to learn more ▶