



# PC NoteTaker

Quick Start Guide

Version 1.0

NexConcepts

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Thank you for your purchase of PC NoteTaker – the unique Digital Pen that captures your handwritten notes, drawings or sketches on ordinary paper. PC NoteTaker can store your notes for future reference, send via e-Mail/Instant Messaging or insert into other documents such as Microsoft Word.

### **About This Guide**

This PC NoteTaker Quick Start Guide is for first-time users as well as users upgrading from earlier versions. Before you begin using PC NoteTaker, be sure to read this guide for installation instructions and other important information. For more detailed information, please refer to the User Guide (located on the installation CD) or the online help file (located within the software application).

### **System Requirements**

- Microsoft Windows 2000 (SP4) or XP (SP1)
- Minimum 30MB available hard disk space
- Minimum 64MB RAM; 128MB Recommended
- Minimum 16 bit color quality; 32 bit Recommended
- Minimum Screen resolution of 800x600 pixels
- Available USB port
- Microsoft Internet Explorer 6.0
- For Annotator:  
Microsoft Office 2000 (SP3), XP (SP3) or 2003
- For Pen2Text: Microsoft Office XP (SP3) or 2003 with handwriting recognition engine installed
- For ICQ Support: ICQ Pro 2003 or higher

### Installing Digital Pen Batteries

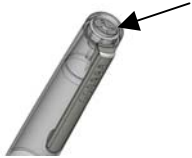

Remove the battery cover. Install three SR41 batteries, with the positive polarity facing up. Replace battery cover.



### Installing the Ink Refill

Slide the new refill into the tip of the pen. Gently press it in until it is securely in place.



<p><b>To remove the Ink Refill:</b> Remove Pen cap. The external edge of the pen cap is a refill extractor. Insert the tip of the pen into the refill extractor. Pull out the refill. The refill is now removed from the pen.</p>	<p><b>WARNING:</b> Do not attempt to open the Digital Pen. This may cause the pen to malfunction. Only open the top to install/replace batteries.</p>
<p>Refill Extractor</p> 	

### **Connecting PC NoteTaker To Your PC**

Connect the PC NoteTaker Base Unit cable to an available USB port. Windows will auto-detect this USB device.

### **Attaching PC NoteTaker**

PC NoteTaker can be used with paper up to Letter sized (8.5" x 11"); either single sheets of paper or pads of paper up to ½" thick.

1. Pinch PC NoteTaker between your thumb and first finger.
2. Place PC NoteTaker over the edge of your pad in the center of the page.



### Installing NoteTaker PC Software

1. Insert the **NoteTaker** software CD into your CD ROM drive. The setup program will run automatically.
2. Follow the instructions on the screen.
3. Once installation is complete, the **NoteTaker** icon automatically appears on the desktop.
4. Double-click the **NoteTaker** icon to run the program.

#### **NOTE:**

If Setup does not start automatically, run the program from the Windows **Start** menu. Click **Start**, and then select **Run**. In the **Open** box, type **D:\setup.exe**. If your CD drive uses a different drive letter, type that letter instead of D. You can also setup the software by opening the CD drive folder and double-clicking the **setup.exe** file.

### Using Your Digital Pen

1. The Digital Pen transmits signals to the receivers located within PC NoteTaker.

2. It is very important to hold the Digital Pen in a manner that does not block these signals.
3. The way to naturally hold a Pen will most likely suffice.

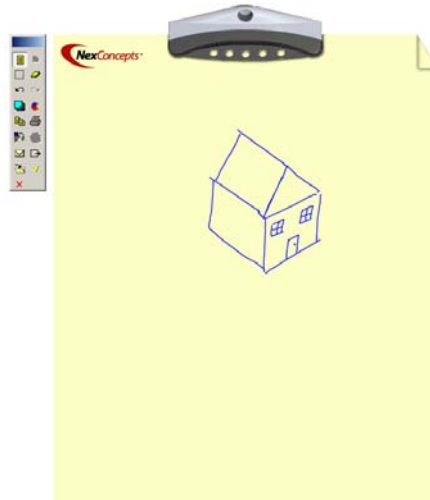
Note: PC NoteTaker will only capture Ink below the transmitters. Writing in the non-covered area will not be captured.



### Creating Notes





1. A new note will automatically appear on your computer screen as soon as you start writing with your Digital Pen.



Note: You can also start the application by clicking the **Start** button, then **Programs**, then **NexConcepts** folder and selecting the **PC NoteTaker** icon.



## Saving & Working with your Notes

Once you have completed creating a note, you can:

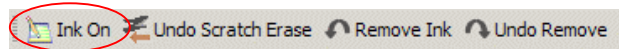
1. **Save** - Click on the save note icon on the Toolbar. The note will automatically be saved in the miscellaneous folder. 
2. **Send by e-Mail** – Click on the Send by e-mail icon on the Toolbar. A new e-Mail will open with the Note as a JPEG attachment. Type in the desired recipient's e-Mail address and any desired text in the subject and body of the e-Mail. 
3. **Send by Instant Message** – Click on the Send by ICQ icon on the Toolbar. The note will automatically be sent as an attachment.  
Note: ICQ Pro must be previously installed. ([www.ICQ.com](http://www.ICQ.com)) A file can be sent to 'Online' users only. 
4. **Send by Network** – Click on the Send by Network icon on the Toolbar. Select the Name/IP address of the person to whom you would like to send the Note (a list of all network users that have the NoteTaker application installed and running will automatically appear). Press Send. 

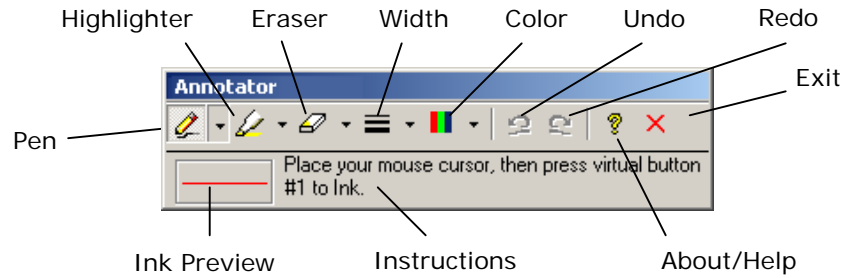
5. **Export to JPEG** – Click on the Export to JPEG icon on the Toolbar to save the note in JPEG for use in other applications. Choose the destination file path then select the resolution quality and click Save. 
  
6. **Copy to Clipboard** – Click on the Copy icon on the Toolbar. This will copy the selected Note and save it to the clipboard for use in other applications. 

#### **Adding Ink to Microsoft Office with Annotator**

Use Annotator to add ink to any Microsoft Office application (Word, Outlook, Excel or PowerPoint). After installing Annotator, depending on the application you are using, you will see a toolbar with three or four buttons.

The first button is to activate the Annotator. Click on **Ink On** to start an ink session, and a floating panel will pop up and become available for you to adjust ink settings.





VB#1 - Start inking at the cursor position. Note: You should move the mouse cursor to the desired position before you start writing.

**Note: VB = Virtual Button**

VB#2 - Confirms ink and embeds it into the Office documents after writing.

VB#3 - Optionally relocate ink to a different position before pressing VB #2.

VB#4 - Rotate among three main tools. The sequence is Pen->Highlighter->Eraser->Pen. Once you switch to another tool, the ink will be automatically placed.

VB#5 - Rotate among all user-customized settings for one particular tool. This is equivalent to browsing the dropdown menu of Pen, Highlighter or Eraser.

### **Learning More**

- The *User Guide* and online help provide a comprehensive reference for PC NoteTaker. The *User Guide* is located on the installation CD. The online help is located within the software application.
- Visit us on the Web at [www.NexConcepts.com](http://www.NexConcepts.com).
- NexConcepts Technical Support can be reached at:
  - United States and Canada: (888) 59NOTES (596-6837).
  - [support@NexConcepts.com](mailto:support@NexConcepts.com).

### **Ordering Supplies**

To purchase replacement supplies, visit your nearest office supply store or order directly from NexConcepts.

- NexConcepts Sales Support can be reached at:
  - United States and Canada: (888) 95NOTES (956-6837)
  - [info@NexConcepts.com](mailto:info@NexConcepts.com)

**PC NoteTaker Supplies**

- Digital Pen Part Number: NT-PEN-N1

Any of the following refills fit the PC NoteTaker Digital Pen:

**Staedtler Ink Refills**

930-2 Red Fine Point  
930-3 Blue Fine Point  
930-9 Black Fine Point  
930 ASBK3 Assortment

**Yafa Ink Refills**

97099 Black Fine Point  
97100 Blue Fine Point  
97102 Red Fine Point  
97110 Green Fine Point

PC NoteTaker Digital Pen uses the following batteries:

Duracell	D392	Sony	SR41W
Energizer	392	Timex	K
Maxell	SR41W	Toshiba	SR41W
Panasonic	SP392	Varta	V392

## Toolbar Reference Guide

