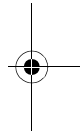
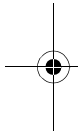


Cat. No. 65-790  
**OWNER'S MANUAL**

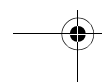
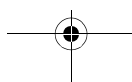
Please read before using this equipment.

# 256K Desktop Electronic Organizer

with Caller/Call Waiting ID



**RadioShack®**



## FEATURES

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Your RadioShack 256K Desktop Electronic Organizer with Caller/Call Waiting ID stores the names and phone numbers of your personal and business contacts, as well as information about your daily schedule — all in one compact and easy-to-use package.

The Caller ID function displays a caller's telephone number (and a name, if available in your area), the date and time of the call, the number of times a caller called, and other call information as provided by your local telephone company to Caller ID service subscribers. (See "Important Information" on Page 3.)

Your organizer has these features:

**256K Memory** — lets you store thousands of records.

**Caller ID Memory** — stores and displays up to 320 incoming call records.

**VIP Memory** — stores and displays up to 80 VIP call records.

**Automatic Dialer** — lets you dial a telephone number stored in the telephone records or the Caller ID memory with the press of a button.

**Schedule Alarms** — lets you store the date, time, and details of important business meetings and events, and set a reminder alarm.

**Daily Alarm** — lets you set an alarm to sound daily.

**Password** — you can set a password of up to 4 characters, which lets you store confidential information and prevent unauthorized access to your records.

**Calendar** — shows monthly calendars from January 1901 to December 2099.

**12-Digit Calculator** — performs standard arithmetic calculations.

**Large, Liquid-Crystal Display** — gives you clearly defined characters which you can easily view from different angles.

**Adjustable Display Contrast** — lets you adjust the display contrast for the best viewing.

**Illuminator Backlight** — lets you see the display at night.

**PC Link Interface** — lets you transfer data from your organizer to a PC (personal computer) or from a PC to your organizer using an optional PC Link cable.

**Note:** You need four AAA batteries (not supplied) to back up your organizer's memory.

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## Important Information



- To use this system's Caller ID function, you must be in an area where Caller ID service is available, and you must subscribe to the service.
- Where Caller ID is offered, one or more of the following options are generally available:
  - caller's number only
  - caller's name only
  - caller's name and number

Your system displays the caller's name only if that option is available in your area.

- The actual number of Caller ID records your system will store depends on the amount of Caller ID information sent by the phone company.
- Tandy Corporation assumes no responsibility for any loss or claims that might arise through use of this organizer or for damages incurred as a result of information loss due to malfunctions, repairs, battery replacement, or misuse. You should maintain physical records of important information to protect against such loss.

This device has been tested and found to comply with all applicable UL and FCC standards.

**WARNING:** To reduce the risk of fire or shock hazard, do not expose this product to rain or moisture.

	<b>CAUTION</b>	
<small>RISK OF ELECTRIC SHOCK. DO NOT OPEN.</small>		
<b>CAUTION:</b> TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT REMOVE COVER OR BACK. NO USER-SERVICEABLE PARTS INSIDE. REFER SERVICING TO QUALIFIED PERSONNEL.		

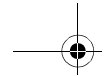


This symbol is intended to alert you to the presence of uninsulated dangerous voltage within the product's enclosure that might be of sufficient magnitude to constitute a risk of electric shock. Do not open the product's case.



This symbol is intended to inform you that important operating and maintenance instructions are included in the literature accompanying this product.

We have designed your organizer to conform to federal regulations, and you can connect it to most telephone lines. However, each organizer (and each device, such as a telephone or answering machine) that you connect to the telephone line draws power from the telephone line. We refer to this power draw as the device's ringer equivalence number, or REN. The REN is on the bottom of your organizer.



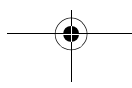
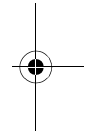
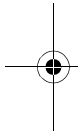
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If you use more than one telephone or other device on the line, add up all the RENs. If the total is more than five (or three in rural areas), your telephones might not ring. If ringer operation is impaired, remove a device from the line.

Your organizer complies with Part 68 of *FCC Rules*. You must, upon request, provide the FCC registration number and the REN to your telephone company. Both numbers are on the bottom of your organizer.

**Note:** You must not connect your organizer to:

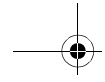
- coin-operated systems
- party-line systems
- most electronic key telephone systems



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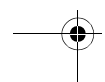
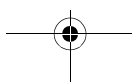
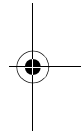
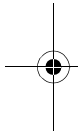
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## PREPARATION

### INSTALLING BATTERIES

You need four AAA batteries (not supplied) to protect the organizer's memory during a power failure. For the longest operation and best performance, we recommend you use RadioShack alkaline batteries.

#### Cautions:

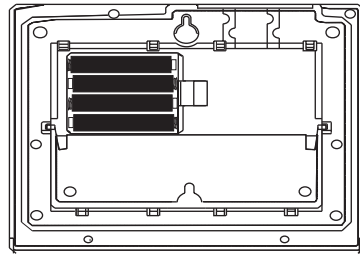
- Always use fresh batteries of the required size and recommended type.
- Do not mix old and new batteries, different types of batteries (standard, alkaline, or rechargeable), or rechargeable batteries of different capacities.
- Always remove old or weak batteries. Batteries can leak chemicals that can damage your system.
- If you are *replacing* the batteries, make sure the supplied AC adapter is securely connected to an AC outlet and to your organizer. Otherwise, you might lose stored information.

**Warning:** Dispose of dead batteries promptly and properly. Do not bury or burn them.


Follow these steps to install the batteries.

1. If you are *replacing* the batteries, unplug both modular telephone line cords from the back of the system.
2. Use a Phillips screwdriver to remove the screw in the battery compartment cover.

3. Use a curved object such as a paper clip to pry off the battery compartment cover.
4. Insert the batteries in the compartment as indicated by the polarity symbols (+ and -) marked inside.

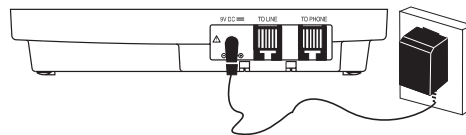


5. Close the cover and secure it with the screw. If you are replacing the batteries, reconnect the phone line and the phone.

When  appears, replace the batteries.

### CONNECTING THE AC ADAPTER

You must connect the supplied AC adapter to the organizer to power it. Plug the AC adapter's barrel plug into the **9V DC** jack on the back of the organizer, then plug the AC adapter into a standard AC outlet.





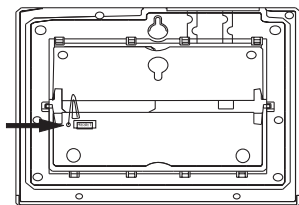
**Caution:** You must use a Class 2 power source that supplies 9 volts DC and delivers at least 500 mA. Its center tip must be set to positive and its plug must fit the organizer's **9V DC** jack. The supplied adapter meets these specifications. Using an adapter that does not meet these specifications could damage the organizer or the adapter.

## INITIALIZING THE ORGANIZER

Initialize your organizer before you use it the first time after connecting it to AC power, or when you want to delete all stored records, alarms, and the password.

**Important:** This procedure deletes all stored information!

1. Use a pointed object such as a straightened paper clip to press **RESET** on the bottom of your organizer. **CLEAR ALL DATA? (Y/N)** appears.



2. To delete all stored records, alarms, and the password, press **Y**. Or, press **N** to cancel.

## CONNECTING THE ORGANIZER TO THE PHONE LINE

The organizer connects to any modular phone line jack and your phone. If your telephone or line does not have modular jacks, you can purchase the necessary adapters at your local RadioShack store. Or, you can have your local telephone company update your wiring.

### Notes:

- The USOC number of the jack to be installed is RJ11C (or RJ11W for a wall plate jack).
- Your organizer dials using standard touch tones. If you do not subscribe to touch-tone service, you must order this service from your local telephone company.

Follow these steps to connect the organizer to the phone line.

1. Disconnect the modular phone line cord (running from the wall jack) from your telephone and plug it into the organizer's **TO LINE** jack.
2. Plug one end of the supplied modular telephone cord into the organizer's **TO PHONE** jack.
3. Plug the other end of the cord into the phone's jack.



## BASIC OPERATION

### USING THE CURSOR/ ARROW KEYS

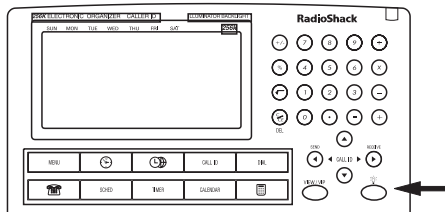
The flashing \_ on the screen is called a cursor. The cursor shows where the next character typed will appear.

Press ►, ◀, ▼, or ▲ to move the cursor. Hold down an arrow key to rapidly move the cursor.

When no cursor appears on the display, use the arrow keys to move through the stored records.

### USING THE BACKLIGHT

To turn on the backlight, press . The backlight turns off automatically after about 20 seconds if you do not press a key. To turn it off sooner, press again.



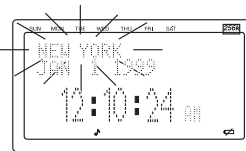
### ADJUSTING THE DISPLAY CONTRAST

To adjust the organizer's display contrast, press **MENU**. The function menu appears. Then repeatedly press or hold down **SEARCH** or **SEARCH** .

### SETTING THE DATE AND TIME

When you set the time and date for your home time zone, all other world times are set automatically.

1. Press **MENU** then . The currently set home city and the current month, day, year, day of the week, and time (if set) appear.
2. Press **EDIT**. The name of the home city flashes.



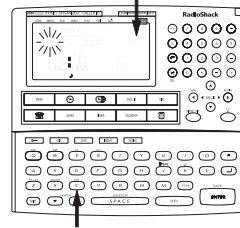
3. Repeatedly press **SEARCH** or **SEARCH** until your city's name appears. If your city is not listed, select a city in the same time zone as yours.

City Names	
NEW YORK	BERLIN
NOUMEA	CAIRO
PARIS	CARACAS
RIO DE JANEIRO	CHICAGO
RIYADH	DELHI
ROME	DENVER
SINGAPORE	DHAKA
SYDNEY	DUBAI
TEHRAN	HELSINKI
TOKYO	HONG KONG

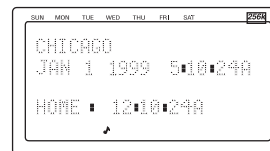
City Names	
TORONTO	HONOLULU
WELLINGTON	KABUL
YANGON	KARACHI
ADELAIDE	LONDON
ANCHORAGE	LOS ANGELES
BANGKOK	MOSCOW

Or, to quickly select a city you want, press the first letter of the city then repeatedly press **SEARCH**  $\wedge$  or **SEARCH**  $\vee$  (if necessary) until your city's name appears.

- Press **ENTER**. The currently set month flashes.
- Repeatedly press **SEARCH**  $\wedge$  or **SEARCH**  $\vee$  until the current month appears, then press **ENTER**. The currently set day flashes.
- Use the number keys to enter the day, then press **ENTER**. The currently set year flashes.
- Repeat Step 6 to enter the year, hour, and minute, pressing **ENTER** after you enter each one.
- Repeatedly press **DST** (**C**) to turn Daylight Saving Time on or off. **DST** appears when Daylight Saving Time is on.



- Repeatedly press **12/24** (**Z**) to set the clock to the 12- or 24-hour format. **A** appears when the clock is set to 12-hour format and disappears when the clock is set to 24-hour format.



- In the 12-hour format, press **AM/PM** (**X**) to choose AM or PM.
- Press **SHIFT** then **SAVE** to store the setting.

**Note:** If the information you enter is invalid (for example, if you enter 39 for the day), \* appears for each incorrect digit instead of the number you entered. Re-enter the correct digits, then press **ENTER**.

To view your home time, press  $\odot$ . The date and time in your home city appears.

## VIEWING A WORLD TIME

Once you set your home time, you can select a world city and view the time in that city.

Follow these steps to select a world city and view the time in that city and other world cities.

1. Press . The date and time in the currently selected world city appears.
2. Press **EDIT**. The currently selected world city flashes.
3. Repeatedly press **SEARCH** or **SEARCH** to view the time in the desired world city. If the desired world city is not listed, select a city in the same time zone.
4. Press **SHIFT** then **SAVE** to store the world time you selected.

To view the time in the world city you selected, press . The date and time in the world city you selected appears.

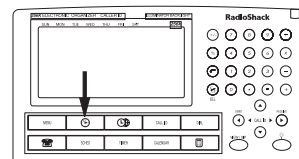
To turn Daylight Saving Time on or off for the displayed city, repeatedly press **DST (C)**.

### Notes:

- Pressing **DST (C)** turns Daylight Saving Time on or off only for the displayed city.
- Not all cities use Daylight Saving Time.

## TURNING THE KEY TONE ON AND OFF

To set your organizer to sound a tone each time you press a key, press then (K). A beep sounds and appears when the key tone is on.



To turn off the key tone, press then (K) again. The organizer beeps and disappears.

## USING THE TIMER

Your organizer's timer can count up or down for up to 99 hours, 59 minutes, and 59 seconds. The timer has two display lines; one shows total time and the other shows elapsed time.

Follow these steps to use the timer.

1. Press **TIMER**. **TIMER OFF** appears.
2. If you are using the timer to count down, press **EDIT**. The hour digit flashes.
3. To set the timer to count up, press **ENTER**. The timer counts up. Skip to Step 6.

Or, to set the timer to count down, use the number keys to enter the hour you want the timer to count down, then press to move the cursor to the next entry.

- Repeat Step 3 to enter the minute and seconds you want the timer to count down.

**Note:** If you make a mistake while entering hours, minutes, or seconds, repeatedly press **▶** or **◀** to move the cursor to the time you want to change, then enter the correct time.

- Press **ENTER**. The timer counts down.
- To temporarily stop the timer, press **ENTER** again. To continue the count, press **ENTER** again. To reset the count shown on the TOTAL line, press **DELETE**. To reset the count shown on the TIMER line, press **DEL**.
- To add the elapsed time to the total time, make sure the timer is temporarily stopped by pressing **ENTER**, then press **=**.

To stop the count, press **ENTER**. To reset the timer to 00:00:00, press **DEL**. To set another time, press **EDIT**.

## USING THE MONTHLY CALENDAR

Your organizer's calendar can display any month from January 1901 to December 2099.

Press **CALENDAR** to enter the calendar mode. The calendar for the current month appears with the current date flashing. If you set a schedule alarm for a displayed date, the organizer marks that date.

- To scroll through the month one day at a time, repeatedly press **▶** or **◀**. Hold down **▶** or **◀** to quickly advance through the days.
- To scroll through the month one week at a time, repeatedly press **▲** or **▼**. Hold down **▲** or **▼** to rapidly advance through the weeks.
- To scroll through the months one month at a time, repeatedly press **SEARCH ^** or **SEARCH v**. Hold down **SEARCH ^** or **SEARCH v** to rapidly advance through the months.

## Selecting a Date to Enter a Schedule Alarm Record

To enter a schedule alarm record on a specific date, repeatedly press **▶** or **◀** to select the date then press **ENTER**. Then follow the steps under "Entering a Schedule Alarm Record" on Page 20 to enter the schedule alarm.

## CALLER ID

Caller ID is a service provided by your telephone company. When you subscribe to this service, the telephone company sends the caller's telephone number (and name, if available) and the call's date and time between the first and second rings. The organizer receives and displays this information for each call and updates the display with the current date and time. When a call is received, the date and time of the call and the caller's name and number appear. Your system saves up to 320 call records, then replaces the oldest call record with each new one.

During an incoming call, **NEW CALL** and the total number of calls, **REPT** and the number of times the caller called, and the date of the call (in month-date format) appear.

**Note:** If the last seven digits of an incoming call phone number match the last seven digits of a phone number in a card file record, your organizer displays the name as it appears in that card file record.

## RECEIVING CALL WAITING CALLS

Your organizer beeps and displays information about a new call during a call. The date and time of the new call and the new caller's name and number appear. To answer a new call during a call, press **FLASH** on your telephone. To terminate the new call then return to the original call, press **FLASH** again.

**Note:** To use this system's Caller ID Call Waiting function, you must be in an area where Caller ID and Call Waiting service is available, and you must subscribe to the service.

## SETTING THE AREA CODE

To dial a number from a Caller ID record (see "Reviewing Call Records"), you must store your local area code in the organizer's memory. Then, when you dial from a Caller ID record, the organizer skips the area code if it matches the one you stored.

Follow these steps to store your area code in the organizer's memory.

1. Press **SHIFT** then **FUNCTION**. The organizer displays the system settings menu.
2. Press **2 (AREA CODE)**. The first digit of the area code flashes.
3. Use the number keys to enter your area code.
4. Press **SHIFT** then **ENTER** to store the code.

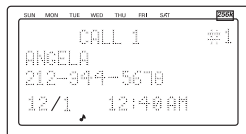
## REVIEWING CALL RECORDS

Each time you receive a call, the system saves a call record in memory that you can see while you are on the phone or review later.

Your organizer saves up to 320 call records, then (for subsequent calls) it replaces the oldest call record with each new one.

Each call record includes the time and date of the call, the call number (order in which the call is received), the caller's telephone number, and the caller's name (if available).

To recall a call record, press **CALL ID**, then repeatedly press **▶** or **◀** to view the records. **NO CALL** appears if there are no records stored in the directory.



**Note:** A light blinks on the upper right corner of the organizer when you store a call.

## DIALING FROM A CALL RECORD

Follow these steps to dial a phone number stored in the call record memory.

1. Recall the call record containing the number you want to dial.
2. Lift the telephone's handset (or press the appropriate button on the phone for hands-free operation) and listen for a dial tone.
3. Press **DIAL**. The organizer dials the displayed telephone number.

## DISPLAYED CALL INFORMATION

The organizer can display the following information.

Display	Description
<b>NEW CALL 1 #</b>	Shows the number of stored incoming calls. #01 is the oldest call.
<b>REPT #</b>	Appears if you have received a call from the same phone number more than once.
<b>OUT OF AREA</b>	The incoming call is from an area that does not send Caller ID information.
<b>LDC</b>	The incoming call is a long-distance call.
<b>OFF-HOOK PLEASE</b>	The phone line is not connected or the phone's handset was not picked up.
<b>PRIVATE</b>	The caller has blocked the Caller ID information from being sent.
<b>ERROR</b>	Call information was distorted before reaching the system.

---

## DELETING CALL RECORDS

Follow these steps to delete call records.

1. Recall a call record you want to delete.
2. Press **DELETE**. **DELETE? (A/Y/N)** appears.
3. To delete the selected call record, press **Y**. Or, to delete *all* call records, press **A** then **Y**. The organizer deletes the record or records. Otherwise, press **N**. The record or records remain unchanged.

appears when you display a VIP call record.

To store a call record in the VIP call list, recall the call record you want to store and press **SHIFT** then **VIEW/VIP**. The organizer moves the call record from the caller ID list to the VIP call list, storing the call record as a VIP call record.

### Notes:

- Moving a call record deletes the record from the caller ID list and adds it to the VIP call list.
- If you try to store more than 80 call records in the VIP call list, **LIST FULL** appears.

## VIP CALL LIST

Your system lets you save up to 80 call records in its VIP call list so they will not be deleted if the system's memory is accidentally erased (for example, if the backup battery goes dead). This lets you save a list of important callers. When you receive a call from a caller on the VIP call list, the organizer sounds a tone.

To turn the VIP call list function on or off, press **SHIFT** then **FUNCTION**. The organizer displays the system settings menu. Then repeatedly press **1** to set **VIP:** to **ON** or **OFF**.

To toggle between the viewing of standard call records and VIP call records, repeatedly press **VIEW/VIP**. **VIP** ap-



## PHONE DIRECTORY

Your organizer has two phone directories. You can store a contact's name, three telephone numbers, an email address, and a note into each phone directory record. The record can be up to 116 characters and numbers, including spaces.

### ENTERING A PHONE DIRECTORY RECORD

#### Notes:

- In some telephone systems, you must dial an access code (9 for example) and wait for a second dial tone before you can dial an outside number. If your phone is connected to one of these systems, you might want to enter a pause at the appropriate point. To enter a pause, press **-**.
- You might need to enter a full telephone number (including any access codes, long distance codes, and the area code) to use the organizer to auto-dial the number (see "Auto Dialing" on Page 18).




1. Press . **TELEPHONE** and the directory number you selected (**1** or **2**), a number and % (showing the amount of free memory), and a number and **ITEMS** (showing the number of phone directory records entered) appear.
2. Repeatedly press  to select the directory you want (1 or 2).
3. Enter the contact's name (up to 11 characters).

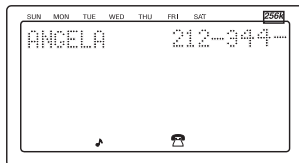
- The organizer stores names alphabetically, so you might want to enter the last name first.
  - To enter a space, press **SPACE**.
  - To select a symbol (**@**, **/**, **&**, **\**, **:**, **#**, **~**, **-**, or **'**), repeatedly press **SYM**. Then press **▶** to select the symbol.
  - If you make an incorrect entry, use the arrow keys to move to the character you want to change, then type the correct character over the old one.
  - To enter a capital letter, press **CAPS**, then enter the letter.
  - To insert a space before a character, press **INSERT**.
4. Press **ENTER**. **TEL#?** appears.
 



**Note:** **FULL** appears if the memory is full. You can delete phone directory records to free memory (see "Deleting a Phone Directory Record" on Page 17).
  5. Enter the contact's telephone number then press **ENTER**. **FAX#?** appears.
  6. Repeat Step 5 to enter the contact's fax number, mobile phone number, company name, address, note, and email address.
  7. Press **SHIFT** then **ENTER** to store the record. **SAVING ...** briefly appears and the record is stored.



## RECALLING A PHONE DIRECTORY RECORD

The organizer stores phone directory records in alphabetical order by contact name. To recall a phone directory record, repeatedly press  to select the directory you want, then repeatedly press **SEARCH**  or **SEARCH**  to view the records alphabetically by contact name. **NOT FOUND** appears if there are no records stored in the directory.



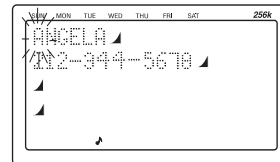
To quickly recall a phone directory record, enter any word or number that appears in the record, press **SHIFT**, then press **SEARCH**  or **SEARCH** . **NOT FOUND** appears if there are no records containing the word or number stored in the directory.

Your organizer can display up to four telephone numbers at one time. To see all of a telephone record's details, use the arrow keys to position it at the top of the display, then press **VIEW/ VIP**.

## EDITING A PHONE DIRECTORY RECORD

1. Recall the record you want to edit.

2. Press **EDIT**. A flashing cursor appears on the first character of the contact's name.



3. Use the arrow keys to move the cursor to the character or digit you want to change.
  - To change a character, simply type the correct character.
  - To change a character to a space, press **SPACE**.
  - To add a character, press **INSERT** so a space appears, then enter the character.
  - To delete a character, press **DELETE**.
4. When you finish editing, press **SHIFT** and **SAVE**. **WAIT...** briefly appears as the organizer saves the changes you made to the record.

## DELETING A PHONE DIRECTORY RECORD

1. Follow the procedure in "Recalling a Phone Directory Record" to recall the record you want to delete.
2. Press **DELETE**. **DELETE?(Y/N)** appears.
3. If you are sure, press **Y**. The entire directory record is deleted. Otherwise, press **N**. The record remains unchanged.

## AUTO DIALING

If you have touch tone service and you have connected the organizer to your phone line, the organizer can also dial a phone number you entered in a phone directory record.

### Notes:

- See “Setting the Area Code” on Page 13 for more information about setting the organizer so it dials your area code before dialing a number stored in a call record.
- The organizer’s auto dial feature only works with telephone numbers you stored in the first two numbers in a phone directory record (see “Entering a Phone Directory Record” on Page 16).

Follow these steps to auto dial a phone number stored in a directory record.

1. Recall the record containing the number you want to dial.
2. Repeatedly press **SEARCH**  $\vee$  or **SEARCH**  $\wedge$  to position the number you want to dial at the top of the display.
3. Pick up your phone’s handset.
4. Press **DIAL**. **Dialing...** appears and the organizer dials the number.

## REDIALING

The organizer stores phone numbers you dial into its memory, letting you quickly recall and redial a phone number without having to find a phone directory record.

To redial a phone number, press **REDIAL**, repeatedly press **SEARCH**  $\vee$  or **SEARCH**  $\wedge$  to select the number you want to dial, then press **DIAL**. The organizer dials the number.


## DAILY ALARM

You can set an alarm to sound at a set time of day. When the daily alarm is on, a tone sounds for 30 seconds at the set time.


To silence the alarm, press any key. The alarm sounds again the next day at the set time, unless you turn it off.

**Note:** Because pressing any key will turn off the alarm, the alarm might not sound if you are entering information at the precise time the alarm sounds.



### SETTING THE DAILY ALARM

1. Press **MENU**, use **▶**, **◀**, **▼**, and **▲** (the arrow keys) to highlight , then press **ENTER**. The Daily Alarm screen appears.
2. Press **EDIT**. The hour digit flashes.
3. Use the number keys to enter the alarm hour, then press **ENTER** or **▶**. The minute flashes.
4. Use the number keys to enter the alarm minute.

**Note:** If you make a mistake, press **▶** or **◀** to move to the digit that you want to change. Then type the correct digit.

5. In the 12-hour format, press **AM/PM (X)** to select the correct AM or PM hour.
6. Press **SHIFT** then **ENTER** to store the alarm time.  appears on the bottom of the display and the organizer sets the alarm to sound.

### TURNING THE DAILY ALARM ON AND OFF

1. Press **MENU**, use the arrow keys to highlight , then press **ENTER**. The Daily Alarm screen appears.
2. Repeatedly press **▶ (I/O)/(J)** to turn the alarm on or off.  appears on the bottom of the display when the alarm is set to sound.

**Note:** Turning the daily alarm on or off does not affect the schedule alarms (see "Schedule Alarms" on Page 20).

## SCHEDULE ALARMS

Schedule alarms help you stay in control of your busy schedule by reminding you of meetings and other important events. For each schedule alarm, you can enter an alarm message of up to 97 characters.

At the set alarm time, the alarm sounds for 30 seconds and your stored message appears. If the organizer is off at the alarm time, the organizer turns on, sounds the alarm, and displays the alarm message.

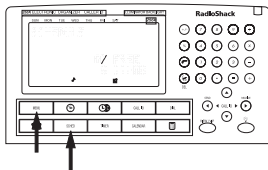
To silence the alarm, press any key.

### Notes:

- Because pressing any key will turn off the alarm, the alarm might not sound if you are entering information at the precise time the alarm sounds.
- If the alarm sounds and the alarm message appears while you are entering information, the information you are entering might not be stored.

## ENTERING A SCHEDULE ALARM RECORD

1. Press **SCHED. SCHEDULE**, a number and % **FREE** (showing the available memory), and a number and **ITEMS** (showing the number of stored items) appear.



20

2. Press **ENTER**. The first digit of the month flashes.
  3. Enter the schedule month then press **▶**. The first digit of the day flashes.
  4. Repeat Step 3 to enter the schedule day and year. The schedule start time's hour flashes.
  5. Enter the schedule start hour then press **▶**. The minute flashes.
  6. Use the number keys to enter the schedule start minute.
  7. In the 12-hour format, press **AM/PM (X)** to select the correct AM or PM hour. Then press **▶** to select the schedule end time hour or **▼** to select the schedule end time minute. The schedule end time's hour or minute flashes.
- Note:** If you make a mistake, press **▶** or **◀** to move to the digit that you want to change. Then type the correct digit.
8. Repeat Steps 5–7 to set the schedule end time. Then press **ENTER** to set the alarm time after inputting the alarm time and repeatedly press **⌘** (**⌘**)/**(J)** until **ON** appears (to turn the alarm on) or **OFF** appears (to turn the alarm off).

9. Press **ENTER**. **MESSAGE?** appears.
10. Enter the alarm message.
  - To enter a space, press **SPACE**.
  - To select a symbol (**@**, **/**, **&**, **\**, **:**, **#**, **~**, **-**, or **`**), repeatedly press **SYM** until the symbol appears. Then press **▶** to select the symbol.

- If you make an incorrect entry, use the arrow keys to move to the character you want to change, then type the correct character over the incorrect one.
11. Press **SHIFT** then **SAVE**. The organizer saves the message and displays it at the time you set.

## RECALLING A SCHEDULE ALARM RECORD

1. Press **SCHED**.
2. Press **SEARCH**  $\vee$  to view the next record or **SEARCH**  $\wedge$  to view the previous record in chronological order.
3. To quickly recall a schedule alarm record, enter any word or number that appears in the record, press **SHIFT**, then press **SEARCH**  $\vee$  or **SEARCH**  $\wedge$  to view the record containing the word or number you typed. The record appears. If no record matches the search criteria you typed, **NOT FOUND** appears.

## EDITING A SCHEDULE ALARM RECORD

1. Recall the schedule alarm you want to edit.
2. If there is more than one schedule alarm record, the system automatically selects the first record on the list. If necessary, use  $\blacktriangledown$  and  $\blacktriangle$  to move the record you want to the top of the list.

3. Press **EDIT**. The cursor appears on the first character of the month.
4. Use the arrow keys to move the cursor to the character you want to change.
  - To change a character, simply type the correct character.
  - To change a character to a space, press **SPACE**.
  - To add a character, press **INSERT** so a space appears, then enter the character.
  - To delete a character, press **DELETE**.
5. When you finish editing, press **SHIFT** then **ENTER**. **SAVING...** briefly appears while the organizer stores the edited schedule alarm.

## DELETING A SCHEDULE ALARM RECORD

Follow these steps to delete a schedule alarm record after its date has passed (to free up memory) or if you do not want it to sound on the set date.

1. Recall the schedule alarm you want to delete.
2. Press **DELETE**. **DELETE? (Y/N)** appears.
3. If you are sure, press **Y**. The entire schedule alarm record is deleted. Otherwise, press **N**. The record remains unchanged.

## SECRET RECORDS

The organizer lets you block access to your phone directory and schedule alarm. Once you set a password of up to 4 characters, the phone directory and schedule alarm records are locked until you enter the password.

**Note:**  $\pi\text{--}0$  appears when you are not in the secret area. When you are in the secret area,  $\pi\text{--}0$  disappears.

### ENTERING A SECRET RECORD

1. Press  $\pi\text{--}0$ . **ORIGIN** (original) **PASSWORD** and the current password (0000 is the default), and **NEW PASSWORD** and a cursor appear.
2. Enter a password of up to 4 characters, press **SHIFT**, then press **ENTER**.  $\pi\text{--}0$  appears.

#### Notes:

- Your password can include any combination of letters, numbers, or symbols.
- Be sure you can remember your password. If you forget it, you must initialize the organizer which clears all of your records (see "Initializing the Organizer" on Page 8).


3. Enter a record in your phone directory or schedule alarm.

The organizer automatically sets itself to Time mode if you do not press a key for about 3 minutes. After the organizer sets itself to Time mode, it automatically exits the secret area and  $\pi\text{--}0$  appears. To

re-enter the secret area, follow the steps under "Recalling a Secret Record."

**Note:** Even if you selected a record before the organizer sets itself to Time mode, you must follow the steps under "Recalling a Secret Record" to select the record.

### RECALLING A SECRET RECORD

1. Press  or **SCHED.** to view a phone directory or schedule alarm record. If you previously set a password, **PASSWORD REQUIRE** appears.
2. Enter the password then press **ENTER**. The phone directory or schedule alarm appears.


You edit secret records just like phone directory or schedule alarm records.

### CHANGING THE PASSWORD

1. Press  $\pi\text{--}0$ . **ORIGIN** (original) **PASSWORD** and the current password (0000 is the default), and **NEW PASSWORD** and a cursor appear.
2. Enter a new password, press **SHIFT**, then press **ENTER**.

To clear the secret password, repeat Steps 1 and 2 above, entering **0000** in Step 2. The organizer unlocks the phone directory and schedule alarm records and  $\pi\text{--}0$  disappears.

## CALCULATOR

To use the calculator, press .

Press the number keys in the order they appear in the arithmetic operation. For example:

You press:	You see:
$3 + 4 =$	7
$8 \times 3 - 4 =$	20
$6 \div 2 =$	3

To clear a calculation, press **C/CE**.

### Notes:

- If the result of a calculation has more than 12 digits, or if you try to divide by 0, **E** (error) appears. To clear the error, press **C/CE**.
- If you enter a wrong number, press **C/CE** and re-enter the correct number before you press **=**.
- Press **+/-** to change the displayed number's sign from positive to negative or negative to positive.

## PERCENTAGE CALCULATIONS

To do percentage calculations, follow this example (to calculate 20 percent of 720):

You press:	You see:
$720 \times 20 \%$	144

## SQUARE CALCULATIONS

To do square calculations, follow this example (to calculate  $4^2$ ):

You press:	You see:
$4 \times =$	16

## MEMORY CALCULATIONS

The memory calculation feature lets you easily perform multi-step calculations. Use the following keys to perform memory calculations:

- Press **MC** to clear the memory.
- Press **M+** to total a calculation and add the total to the value in memory.
- Press **M-** to total a calculation and subtract the total from the value in memory.
- Press **MR** to recall (display) the value in memory.

For example, to calculate  $(4 \times 5) + (28 + 2) - (7 - 2) + (75 \div 5)$ :

You press:	The display's last line shows:
$4 \times 5 = \mathbf{M+}$	<b>M</b> 20 .
$28 + 2 = \mathbf{M+}$	<b>M</b> 30 .
$7 - 2 = \mathbf{M-}$	<b>M</b> 5 .
$75 \div 5 = \mathbf{M+}$	<b>M</b> 15 .
<b>MR</b>	<b>M</b> 60 .

**Note:** **M** appears when a value is stored in memory. **M** disappears when you clear the memory.

## PC LINK

You can transfer phone directory records and schedule records to or from your organizer to or from another RadioShack 256K Desktop Electronic Organizer or to a PC (personal computer) using an optional PC Link cable and software (available through your local RadioShack store).

### Cautions:

- Always turn off your computer before connecting or disconnecting the PC Link cable to or from the organizer or computer.
- When disconnecting the cable from your organizer or the computer, hold and gently pull on the connector plug. Do not pull the cable.

Insert the cable's connector into **PC LINK** on the side of the organizer, then connect the other end of the cable to a PC or the other organizer.

## INSTALLING THE SUPPLIED SOFTWARE

1. Close all programs in use, then insert the diskette supplied with the optional PC Link cable into your computer's floppy disk drive.
2. From the Start Menu, select **Settings**, then click on **Control Panel**.
3. Double click **Add/Remove Programs**.
4. Click **Install**, then follow the instructions that appear.
5. Select **Model J** on the PC Link Menu.

## TRANSFERRING RECORDS

**Note:** In the following steps, we refer to the organizer or PC that contains records you want to transfer as the "source," and the organizer or PC where you want to store transferred records as the "target."

1. Use the source organizer or PC to select the phone directory or schedule records you want to transfer.
2. Follow the directions in the PC Link's owner's manual to specify the serial port used to connect the source and target organizer and PC, and to select the same function that you selected on the source organizer and PC.
3. To transmit records to a personal computer, press **SEND** on the organizer. **transmit all? Y/N** appears.
4. To transmit all selected records, press **Y**. Otherwise, press **N**.

To transmit a single record to a PC, open the record you want to transfer, send it to the top of the display, then press **SEND** on the organizer. **transmit? Y/N** appears. To transmit the record, press **Y**. Otherwise, press **N**.

To receive records from a PC, press **RECEIVE** on the organizer. **receive? Y/N** appears. To receive the records, press **Y**. Otherwise, press **N**.

To cancel the transfer at any time, press **DELETE** on the source or target organizer.



## CARE AND MAINTENANCE

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Your RadioShack 256K Desktop Electronic Organizer with Caller/Call Waiting ID is an example of superior design and craftsmanship. The following suggestions will help you care for your organizer so you can enjoy it for years.



Keep the organizer dry. If it gets wet, wipe it dry immediately. Liquids might contain minerals that can corrode the electronic circuits.



Use and store the organizer only in normal temperature environments. Temperature extremes can shorten the life of electronic devices, damage batteries, and distort or melt plastic parts.



Keep the organizer away from dust and dirt, which can cause premature wear of parts.



Handle the organizer gently and carefully. Dropping it can damage circuit boards and cases and can cause the organizer to work improperly.

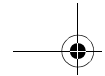


Use only fresh batteries of the required size and recommended type. Batteries can leak chemicals that damage your organizer's electronic parts.



Wipe the organizer with a damp cloth occasionally to keep it looking new. Do not use harsh chemicals, cleaning solvents, or strong detergents to clean the organizer.

Modifying or tampering with the organizer's internal components can cause a malfunction and might invalidate its warranty and void your FCC authorization to operate it. If your organizer is not performing as it should, take it to your local RadioShack store for assistance. If the trouble is affecting the telephone lines, the phone company can ask you to disconnect your organizer until you have resolved the problem.

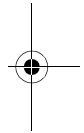
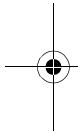


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## THE FCC WANTS YOU TO KNOW

In the unlikely event that your organizer causes problems on the phone line, the phone company can disconnect your service. The phone company attempts to notify you in advance. If advance notice is not practical, the phone company notifies you of your right to file a complaint with the FCC.

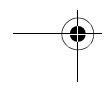
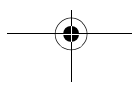
Also, the phone company can make changes to its lines, equipment, operations, or procedures that could affect the operation of your organizer. The phone company notifies you of these changes in advance, so you can take steps to prevent interruption of your phone service.

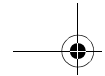


## LIGHTNING

Your organizer has built-in protection circuits to reduce the risk of damage from surges in phone line or power line current. These protection circuits meet or exceed FCC requirements. However, lightning striking the phone line can damage your organizer.

Lightning damage is not common. However, if you live in an area that has severe electrical storms, we suggest you unplug your organizer during storms to reduce the possibility of damage.





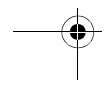
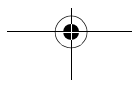
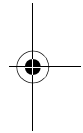
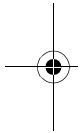
# **SPECIFICATIONS**

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Display .....	Liquid Crystal (Six Lines)
Calculations .....	Add, Subtract, Multiply, Divide, Square Root, and Percentage
Main Power Source .....	9V AC with AC Adapter
Backup Power Source .....	4 AAA Batteries
Battery Life .....	About 7 Months
Operating Temperature .....	32 to 109°F (0 to 43°C)
Dimensions (HWD) .....	6 <sup>11/16</sup> × 5 <sup>7/8</sup> × 2 <sup>5/16</sup> Inches (170 × 150 × 58 mm)
Weight .....	1 lb 7.5 oz (665 g)

Specifications are typical; individual units might vary. Specifications are subject to change and improvement without notice.



### Limited One-Year Warranty

This product is warranted by RadioShack against manufacturing defects in material and workmanship under normal use for one (1) year from the date of purchase from RadioShack company-owned stores and authorized RadioShack franchisees and dealers. EXCEPT AS PROVIDED HEREIN, RadioShack MAKES NO EXPRESS WARRANTIES AND ANY IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO THE DURATION OF THE WRITTEN LIMITED WARRANTIES CONTAINED HEREIN. EXCEPT AS PROVIDED HEREIN, RadioShack SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO CUSTOMER OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO ANY LIABILITY, LOSS OR DAMAGE CAUSED DIRECTLY OR INDIRECTLY BY USE OR PERFORMANCE OF THE PRODUCT OR ARISING OUT OF ANY BREACH OF THIS WARRANTY, INCLUDING, BUT NOT LIMITED TO, ANY DAMAGES RESULTING FROM INCONVENIENCE, LOSS OF TIME, DATA, PROPERTY, REVENUE, OR PROFIT OR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, EVEN IF RadioShack HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Some states do not allow the limitations on how long an implied warranty lasts or the exclusion of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

In the event of a product defect during the warranty period, take the product and the RadioShack sales receipt as proof of purchase date to any RadioShack store. RadioShack will, at its option, unless otherwise provided by law: (a) correct the defect by product repair without charge for parts and labor; (b) replace the product with one of the same or similar design; or (c) refund the purchase price. All replaced parts and products, and products on which a refund is made, become the property of RadioShack. New or reconditioned parts and products may be used in the performance of warranty service. Repaired or replaced parts and products are warranted for the remainder of the original warranty period. You will be charged for repair or replacement of the product made after the expiration of the warranty period.

This warranty does not cover: (a) damage or failure caused by or attributable to acts of God, abuse, accident, misuse, improper or abnormal usage, failure to follow instructions, improper installation or maintenance, alteration, lightning or other incidence of excess voltage or current; (b) any repairs other than those provided by a RadioShack Authorized Service Facility; (c) consumables such as fuses or batteries; (d) cosmetic damage; (e) transportation, shipping or insurance costs; or (f) costs of product removal, installation, set-up service adjustment or reinstallation.

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

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