

Cat. No. 65-743

## **OWNER'S MANUAL**

Please read before using this equipment.

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# **EC-291**

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## **24K Electronic Organizer with Web Site Directory**



**RadioShack®**

# FEATURES

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Your RadioShack EC-291 24K Electronic Organizer with Web Site Directory is a pocket-size data organizer. It's great for the person on the go, combining three telephone directories, a web site list, alarm clock, schedule alarms, a calculator, and more in one compact, easy-to-use package. Its features include:

**24K Memory** — gives you ample space for storing phone numbers and schedules. Your organizer has space for up to 480 phone directory records (based on an 8-character name and 12-digit phone number), up to 500 32-character schedule alarm records, or up to 633 32-character memo/to-do records.

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**Phone List/Web Site** — puts names, addresses, phone numbers, fax/pager numbers, E-mail addresses, web sites and notes at your fingertips.

**Home Time/World Time** — shows you the current time in your local time zone and in 31 other cities around the world.

**Metric Converter** — lets you perform conversions to and from metric measurements.

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

**Schedule Alarms** — reminds you of meetings and other important events.

**Daily Alarm** — sounds at a set time of day.

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**Memo/To Do** — lets you keep notes for yourself, as well as a list of things to do.

**Password** — prevents unauthorized access to your information.

**10-Digit Calculator** — does standard arithmetic and memory calculations.

**Currency Converter** — makes it easy to convert between U.S. dollars and up to four foreign currencies.

**Automatic Power-Off** — conserves battery power by turning off the organizer after about 6 minutes of non-use.

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**Important:** Tandy Corporation assumes no responsibility for any loss or claims by third parties that might arise through use of this databank 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.

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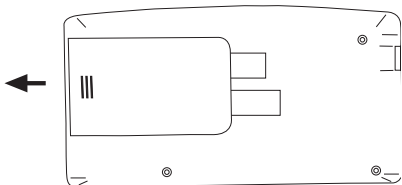
# BEFORE YOU BEGIN

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## REMOVING THE INSULATION STRIPS

Before you can use the organizer, you must remove the two protective insulation strips from inside the battery compartment. To remove the strips, gently pull them out.

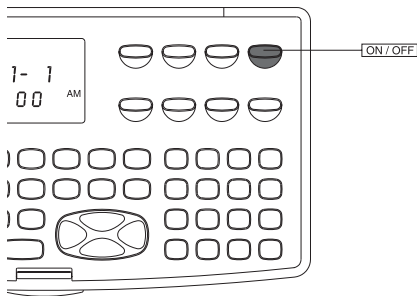


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## TURNING THE ORGANIZER ON AND OFF

Press **ON/OFF** to turn on the organizer.  
Press **ON/OFF** again to turn it off.





To conserve battery power, the organizer automatically turns off after about 6 minutes of non-use.

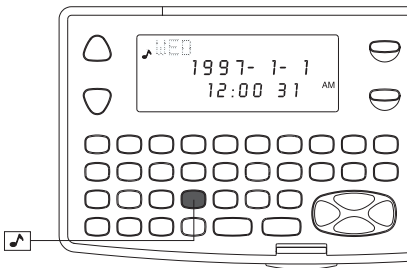
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## TURNING THE KEY TONE ON AND OFF

You can set your organizer so a tone sounds each time you press a key.

With the organizer turned on, press  to turn the tone on or off. A beep sounds.  appears when the key tone is on.



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**Note:** You can only turn the key tone on or off when the display shows the current date and time.

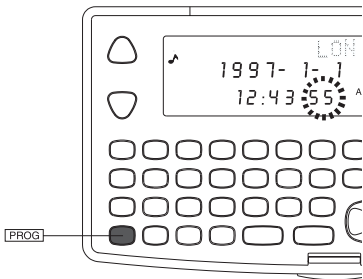
# CLOCK/CALENDAR

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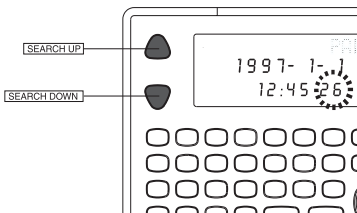
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## SETTING/VIEWING THE HOME DATE AND TIME

1. Turn on the organizer, then press **PROG**. The seconds digits flash.



2. Press **SEARCH**  $\wedge$  or  $\vee$  until your city's name code appears. If your city is not listed, use a city in the same time zone as yours.



<b>Code</b>	<b>City Name</b>
LON	London
RIO	Rio de Janeiro
CCS	Caracas
YYZ	Toronto
NYC	New York
CHI	Chicago
DEN	Denver
LAX	Los Angeles
ANC	Anchorage

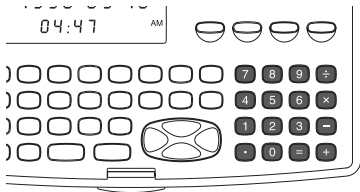
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<b>Code</b>	<b>City Name</b>
HNL	Honolulu
WLG	Wellington
NOU	Noumea
SYD	Sydney
ADL	Adelaide
TYO	Tokyo
SIN	Singapore
HKG	Hong Kong
BKK	Bangkok
RGN	Rangoon
DAC	Dhaka
DEL	Delhi
KHI	Karachi
KBL	Kabul
DXB	Dubai
THR	Tehran
RUH	Riyadh

Code	City Name
MOW	Moscow
CAI	Cairo
HEL	Helsinki
ROM	Rome
BER	Berlin
PAR	Paris

3. Press ►. The first digit of the year flashes.
4. Use the number keys to enter the year, month, and date on the first line. Then enter the current hour and minute on the second line.



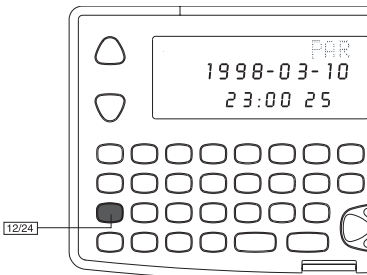


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**Note:** If you make a mistake, press ◀ or ▶ to move backward or forward to the digit you want to change. Then enter the correct digit.

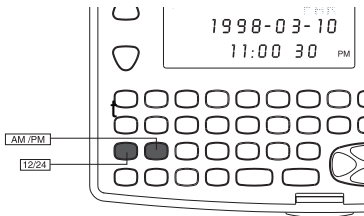
5. Press **12/24** to set the clock to the 12- or 24-hour format.




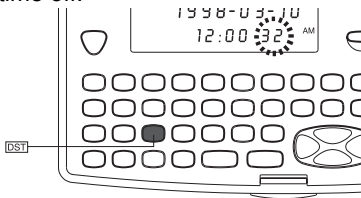
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In the 12-hour format, **AM** or **PM** appears. Press **AM/PM** to choose AM or PM.



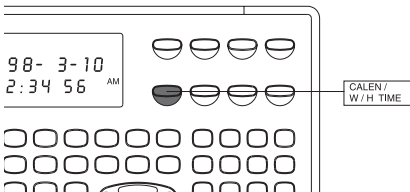
6. To select daylight saving time, press **DST**.  appears. Press **DST** again to turn daylight saving time off.



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7. Press **ENTER** to store the date and time. The day of the week automatically appears.

**Note:** If any information you enter is invalid (for example, you enter 15 for the hour), the first hour digit flashes after you press **ENTER**. Enter the correct digit, then press **ENTER** again.

If you are in another mode and want to view the home date and time, press **CALEN/W/H TIME** (calendar/world/home time).



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## VIEWING WORLD TIMES

Once you set your home time, you can follow these steps to view the time in 31 other cities around the world.

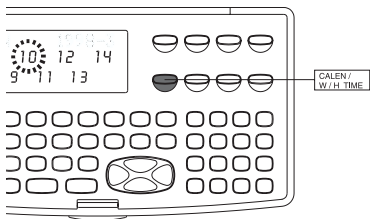
1. Press **CALEN/W/H TIME**. The date and time of the last selected city appears.
2. Repeatedly press **SEARCH**  $\wedge$  or  $\vee$  to select the city you want.

**Note:** Press **DST** to see the daylight saving time in another U.S. city you are viewing.

## USING THE CALENDAR

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

1. Press **CALEN/W/H TIME** twice. The display shows the day of the week, the current year and month, and the calendar for one week at a time. The leftmost date is Sunday and the current date flashes.



2. To move forward or backward through the weeks, repeatedly press (or hold down) ► or ◀.

**Note:** To move a month ahead, press **SEARCH** ∨ or ▼. To move back a month, press **SEARCH** ^ or ▲.

# **WEB SITE/PHONE LISTS**

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## **STORING WEB SITE RECORDS**

Today, more and more companies, organizations, and even individuals have sites on the world wide web. For example, the address for Tandy Corporation is <http://www.tandy.com>. You probably have bookmarks on your home or office computer for the sites you frequently visit. You can use your organizer to help you remember these addresses, so you can access them easily from a computer anywhere you go.

You can enter a name, web site address (URL), and note into your organizer's web site list. The name, web site, and note can each be up to 48 characters.

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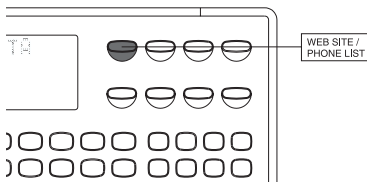
The display shows 12 characters at a time. When ► appears on the right side of the record, there are more characters to the right of the last displayed character. Press ► to view the next 12 characters. When ◀ appears on the left side of the record, you can press ◀ to move back.

### Notes:

- Each character or digit uses 1 byte of memory. The web site list uses an additional 9 bytes to store and separate each record.
- Press **SPACE** to enter a space.
- Repeatedly press **SYM** to select a symbol (@ – . , ' : ? / \ % " = \$ £ ¥ + # ( ) &). To enter the symbol, press ►.

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- If you make an incorrect entry, repeatedly press ◀ to move to the character you want to change, then type the correct character over the old one.

1. Press **WEB SITE/PHONE LIST**.

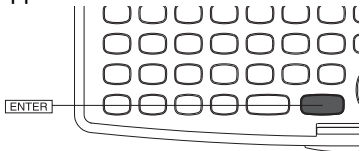


**WEB NO DATA** appears if there are no records stored.

**WEB SEARCH ?** appears if there are already records stored.



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2. Press **PROG. SPACE%** and the percentage of memory units available briefly appear. Then **NAME?** appears.
  3. Enter the name. (The web site list stores names alphabetically.)
  4. Press **ENTER. WEB SITES?** appears.



5. Enter the web site address (URL).
6. Press **ENTER. NOTE?** appears.
7. If you like, enter a note.
8. To store the record, hold down **ENTER** until **WAIT . . .** appears.

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**Note:** If not enough space is available for the record you have entered, **FULL** appears. Delete phone records, memo records, schedule alarms, or other web site addresses to free additional space.

See “Using Records” on Page 37 to recall, edit, or delete a record.

## **STORING A PHONE LIST RECORD**

Your organizer has three phone directories (TEL1, TEL2, and TEL3). Repeatedly press **WEB SITE/PHONE LIST** to use any directory.

You can enter a name, company, address, two telephone numbers, fax/pager number, E-mail address and

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notes into each record of the phone list. Each entry in the record can be up to 48 characters, except the address, which can be up to 96 characters.

**Note:** Each character or digit uses 1 byte of memory. The directory uses an additional 9 bytes to store and separate each phone list record.

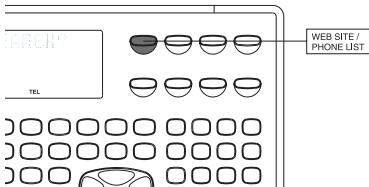
The display shows 12 characters at a time. When ► appears on the right side of the record, there are more characters to the right of the last displayed character. Press ► to view the next 12 characters. When ◀ appears on the left side of the record, you can press ◀ to move back.

**Notes:**

- Press **SPACE** to enter a space.

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- Repeatedly press **SYM** to select a symbol (@ – . , ' : ? / \ % " = \$ £ ¥ + # ( ) &). To enter the symbol, press ►.
  - If you make an incorrect entry, repeatedly press ◀ to move to the character you want to change, then type the correct character over the old one.
  - If you do not want to enter a company name, address, or first or second phone number, press **ENTER** so the next prompt appears.

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- 
1. Press **WEB SITE/PHONE LIST** twice (for **TEL1**), three times (for **TEL2**), or four times (for **TEL3**).



The directory number and **NO DATA** appear if there are no phone records stored.

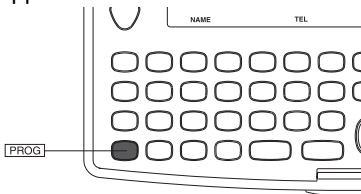
The directory number and **SEARCH?** appear if there are already records stored.

2. Press **PROG. SPACE%** and the percentage of memory units avail-

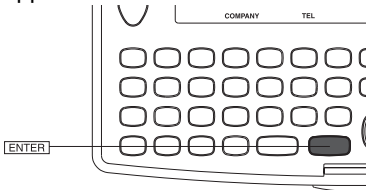
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able briefly appear. Then **NAME?** appears.



3. Enter the name. (Since the directory stores names alphabetically, you might want to put last names first.)
4. Press **ENTER.** **COMPANY?** appears.



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5. Enter the company name.
  6. Press **ENTER.** **ADDRESS?**  
appears.
  7. Enter the address.
  8. Press **ENTER.** **PHONE 1?**  
appears.
  9. Enter the first telephone number.
  10. Press **ENTER.** **PHONE 2?**  
appears.
  11. Enter the second telephone number.
  12. Press **ENTER.** **FAX/PAGER?**  
appears.
  13. Enter the fax or pager number.
  14. Press **ENTER,** **E-MAIL?**  
appears.
  15. Enter the E-mail address.

- 
- 
16. Press **ENTER**. **NOTE ?** appears.
  17. Enter your note.
  18. To store the record, hold down **ENTER** until **WAIT . . .** appears.

**Note:** If not enough space is available for the record you have entered, **FULL** appears. Delete phone records, schedule alarms, memo records, or web site addresses to free additional space.

See “Using Records” on Page 37 to recall, edit, or delete a record.



# MEMO/TO DO

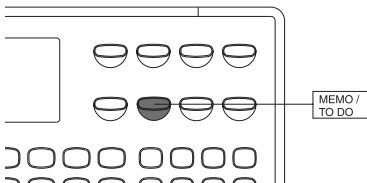
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The Memo function lets you record notes to yourself, while the To Do function lets you keep a list of things to do. Each entry can be up to 96 characters.

## ENTERING A MEMO FILE

1. Press **MEMO/TO DO**.



**NO MEMO** appears if there are no memo records stored.

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**MEMO SEARCH?** appears if there are already memo records stored.

2. Press **PROG. SPACE%** and the percentage of memory units available appear. Then **MEMO?** appears.
3. Enter the memo.

### **Notes:**

- Press **SPACE** to enter a space.
- Repeatedly press **SYM** to select a symbol (@ - . , ' : ? / \ % " = \$ £ ¥ + # ( ) &). To enter the symbol, press ►.
- If you make an incorrect entry, repeatedly press ◀ to move to the character you want to change, then type the correct character over the old one.

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- 
4. Press **ENTER** to save the memo file record.

See “Using Records” on Page 37 to recall, edit, or delete a record.

## **ENTERING A TO DO FILE**

1. Press **MEMO/TO DO** twice.

**NO TODO** appears if there are no to do records stored.

**TODO SEARCH?** appears if there are already to do records stored.

2. Press **PROG. SPACE%** and the percentage of memory units available appear. Then **TODO?** appears.

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- 
3. Enter the information you want to keep in the to do file.

**Notes:**

- Press **SPACE** to enter a space.
  - Repeatedly press **SYM** to select a symbol (– . , ' : ? / \ % @ “ ” = \$ £ ¥ + # ( ) &). To enter the symbol, press ►.
  - If you make an incorrect entry, repeatedly press ◀ to move to the character you want to change, then type the correct character over the old one.
4. Press **ENTER** to save the to do file record.

See “Using Records” on Page 37 to recall, edit, or delete a record.

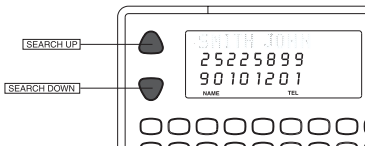
# USING RECORDS

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## RECALLING A WEB SITE/PHONE LIST OR MEMO/TO DO RECORD

1. Repeatedly press **WEB SITE/PHONE LIST** or **MEMO/TO DO** until the desired directory (such as **WEB SEARCH?**, **TEL 1 SEARCH?**, **MEMO SEARCH?** or **TUDO SEARCH?**) appears.
2. Press **SEARCH**  $\wedge$  or  $\vee$  to view the first record.



You can also enter the first character of the record you want to

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find, then press **SEARCH**  $\wedge$  or  $\vee$ .  
The first matching record appears.

**Notes:**

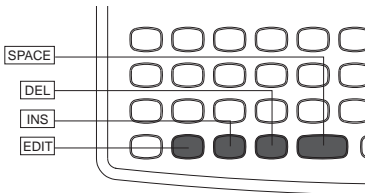
- If there are no records stored in your organizer, **NO DATA** appears.
  - If there is not a matching record, **NOT FOUND** appears.
3. Repeatedly press **ENTER** to view the other information in the record.
  4. To recall another record, repeat Step 2, or press  $\blacktriangledown$  to scroll forward or  $\blacktriangle$  to scroll backward.

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## EDITING A WEB SITE/ PHONE LIST OR MEMO/ TO DO RECORD

1. Recall the record you want to edit.
2. Press **EDIT**. A flashing cursor appears on the first character of the name.



3. Press ◀ or ▶ to move the cursor to the character you want to edit.

To change a character, simply enter the correct character.

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To add a character, press **INS** so a character space appears, then enter a character.

Press **SPACE** to enter a space in place of character.

To delete a character, press **DEL**.

4. When you finish editing the name, press **ENTER**. The next entry in the record appears on the first line of the display.
5. Repeat Steps 3–4 to edit the other entries in the record.
6. When you are through editing, hold down **ENTER** until **WAIT . . .** appears.

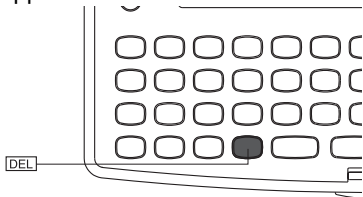


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## DELETING A WEB SITE/ PHONE LIST OR MEMO/ TO DO RECORD

1. Recall the record you want to delete.
2. Press **DEL. DELETE? (Y/N)** appears.



3. If you are sure, press **Y**. The entire record is deleted. Otherwise, press **N**. The record remains.

# DAILY ALARM

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You can set an alarm to sound at a set time of day. When the daily alarm is on, ((●)) appears and a tone sounds at the set time for about 20 seconds, even if the organizer is off.

To silence the alarm sooner, press any key.

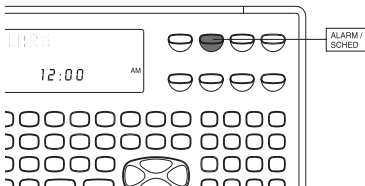
**Note:** Because pressing any key turns off the alarm, the alarm might not sound if you are entering information precisely at the alarm time.

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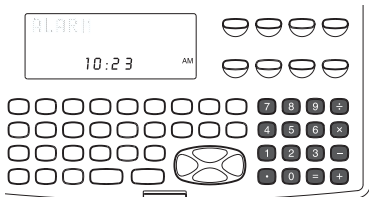
## SETTING THE DAILY ALARM TIME

1. Press **ALARM/SCHED** twice. **ALARM** and the current alarm time appear.



2. Press **PROG**. You see **ALARM?**, and the first alarm digit flashes.



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- Use the number keys to enter the alarm hour and minute.

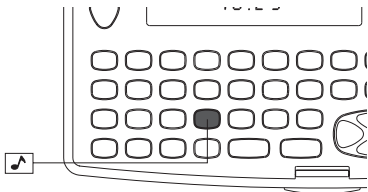


- Note:** If you make a mistake, press ► or ◀ to move forward or backward to the digit that you want to change. Then enter the correct digit.
- Press **AM/PM** to set the alarm time to AM or PM if you are using the 12-hour time format.
  - Press **ENTER** to store the alarm time. ((●)) appears on the display's left side to show that the alarm is on.

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6. Press **CALEN/W/H TIME** to return to the current date and time display.

## TURNING THE DAILY ALARM ON AND OFF

1. Press **ALARM/SCHED** twice. **ALARM** and the current alarm time appear.
2. Press  to turn on the alarm. ((•)) appears. Press  again to turn off the alarm.



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**Note:** Turning the daily alarm on or off does not affect schedule alarms.

# SCHEDULE ALARMS

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Schedule alarms keep you in control of your busy schedule by reminding you of meetings and other important events. For each alarm, you can enter an alarm message of up to 96 characters.

At the set time, the alarm sounds for 20 seconds and your stored message appears. If the organizer is off at the set alarm time, the organizer turns on, sounds the alarm tone, and displays the alarm message.

To silence the alarm sooner, press any key.

## **Notes:**

- Since pressing any key turns off the alarm, it might not sound (and the alarm message might not

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appear) if you are entering information precisely at the schedule alarm time.

- If your organizer is locked at the schedule alarm time, the alarm sounds but the alarm message does not appear. To display the alarm message, you must enter the password (see “The Password” on Page 57).

## ENTERING A SCHEDULE ALARM

### Notes:

- Press **SPACE** to enter a space.
- Repeatedly press **SYM** to select a symbol (@ – . , ' : ? / \ % " = \$ £ ¥



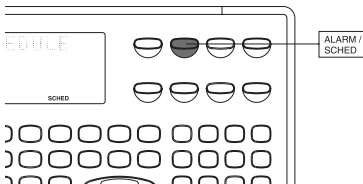
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+ # ( ) &). To enter the symbol, press ►.

- If you make an incorrect entry, repeatedly press ◀ to move to the character you want to change, then type the correct character over the old one.

1. Press **ALARM/SCHED.**



**SCHEDULE** appears if there are schedule alarms stored. If there are no schedule alarms stored, **NO SCHEDULE** appears.

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**Note:** The display shows 12 characters at a time. When ► appears on the right side of the record, there are more characters to the right of the last displayed character. Press ► to view the next 12 characters. When ◀ appears on the left side of the record, you can press ◀ to move back.

2. Press **PROG. SPACE%** and the percentage of memory units available appear. Then **SCHEDULE?** and the current set date and time appear.
3. Enter the date and time of the event.
4. Press **AM/PM** to set the schedule time to AM or PM if you use the 12-hour time format.

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5. Press **ENTER**, then enter the message you want to have displayed when the schedule alarm sounds.
  6. Hold down **ENTER** until **WAIT . . .** appears, indicating the alarm time has been stored.




**Notes:**

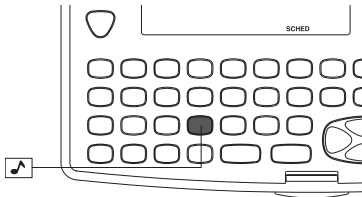
- To store a schedule alarm, you must enter both the alarm time and a message.
  - If no or not enough storage space is available, **FULL** appears. Delete phone or memo records, or schedule alarms to free additional space.
7. Repeat Steps 3–6 to enter another event, or press **CALEN/W/H TIME** to return to the date and time display.

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## TURNING THE SCHEDULE ALARM ON AND OFF

1. Press **ALARM/SCHED**. **SCHEDULE** appears.
2. Press  to turn on the alarm.  appears. Press  again to turn off the alarm.



**Note:** Turning a schedule alarm on or off does not affect the daily alarm.

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## RECALLING A SCHEDULE ALARM

Schedule alarms are stored in chronological order.

1. Press **ALARM/SCHED**. **SCHEDULE** appears.

**Note:** If there are no schedule alarms stored in your organizer, **NO SCHEDULE** appears.

2. Press **SEARCH**  $\vee$ . The first schedule alarm appears. To recall other schedule alarms, repeatedly press **SEARCH**  $\vee$  to scroll forward, or **SEARCH**  $\wedge$  to scroll backward (or hold down  $\blacktriangledown$  or  $\blacktriangle$  to rapidly scroll through the records).

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## EDITING A SCHEDULE ALARM

1. Recall the schedule alarm you want to edit.
2. Press **EDIT**. A flashing cursor appears on the first year digit.
3. Press **▶** to move forward or **◀** to move backward to the digit you want to change. Then enter the correct date and time.
4. To change the message, press **ENTER**. The first character flashes.
5. Press **▶** to move the cursor to the character you want to edit.

To change a character, simply enter the correct character.

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To add a character, press **INS** so a character space appears, then enter a character.

Press **SPACE** to enter a space in place of a character.

To delete a character, press **DEL**.

6. To store the schedule alarm, hold down **ENTER** until **WAIT...** appears.

## **DELETING A SCHEDULE ALARM**

1. Recall the schedule alarm you want to delete.
2. Press **DEL. DELETE? (Y/N)** appears.

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3. If you are sure, press **Y**. The alarm is deleted. Otherwise, press **N**. The schedule alarm remains.



# THE PASSWORD

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You can block unauthorized access to information by entering it in an area which is protected by a password that you assign.


Once you enter the password, all the records you enter are automatically stored in the secret area. You must enter the password to recall a record in the secret area.

## ENTERING A SECRET RECORD

1. Select the desired function using **WEB SITE/PHONE LIST**, **ALARM/SCHED**, or **MEMO/TO DO**.
2. Press **SECRET. PASSWORD?** appears.

- 
- 
3. Enter the password.


**Note:** If this is the first time you are answering this question, you are about to set the password. Your password can be up to 8 characters. Be sure you can remember your password. If you forget it, you must reset the organizer which clears all records stored in the secret area (see “Resetting the Secret Memory” on Page 76).

4. Press **ENTER**.  appears in the bottom left of the display.
5. Enter a web site address or phone, schedule, memo or to do record.

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## Notes:

- After you press **CALEN/W/H TIME** or turn off your organizer (or it turns itself off),  does not appear when you turn it back on. To re-enter the secret area, press the desired function key then **SECRET**, enter the password again, and press **ENTER**.
- To change the password, you must completely reset the organizer (see “Resetting All Memory” on Page 77). All records will be cleared.

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## RECALLING A SECRET RECORD

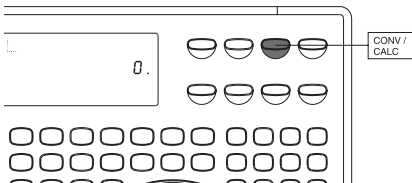
1. Select the desired function using **WEB SITE/PHONE**, **ALARM/SCHED**, or **MEMO/TO DO**.
2. Press **SECRET**, then enter the password.
3. To recall, edit, or delete a secret file record, see "Using Records" on Page 37.

# CALCULATOR

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Press **CONV/CALC** once to use the calculator. **CAL** and **0** appear.



## CALCULATIONS

### Standard Calculations

Press the keys in the order they appear in the arithmetic operation.

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For example:

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

Press **C/CE** once to clear the last entry.  
Press **C/CE** twice to clear all pending calculations.

**Note:** If the result of a calculation has more than 10 digits, or if you try to divide by 0, **E** (error) appears. To clear the error, press **C/CE**.

## Square Calculations

To do square calculations, press the number and  $\times$ , then  $=$ .

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For example, to calculate  $4^2$ :

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

## Memory Calculations

The memory calculation feature lets you do multistep calculations easily.

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 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.
  - Press **MC** to clear the memory.

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

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

You press	You see
CONV/CALC	CAL 0.
$4 \times 5 = M+$	M 20.
$28 + 2 = M+$	M 30.
$7 - 2 = M-$	M 5.
$75 \div 5 = M+$	M 15.
MR	M 60.
MC	60.



# CONVERSIONS

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## METRIC CONVERSIONS

The organizer can convert between the following:

Degrees Celsius/degrees Fahrenheit

Yards/meters

Inches/centimeters

Pounds/kilograms

Ounces/grams

Gallons/liters

Fluid ounces/milliliters

Miles/kilometers

Follow these steps to perform metric conversions.

1. Press **CONV/CALC** twice.
2. Press **SEARCH**  $\vee$ , **SEARCH**  $\wedge$ , **SEARCH**  $\blacktriangle$ , or **SEARCH**  $\blacktriangledown$  to select the units to be converted.

- 
- 
3. Enter the number you want to convert.
  4. Press ◀ or ▶ to select the direction of the conversion. The converted number appears.

For example, if you want to convert 32°F to Celsius and the display shows **DEG C -> DEG F**, press ◀ to change it to **DEG C <- DEG F**. 0 appears. The converted temperature is 0°C.

To display a temperature below 0°C or F, enter the number and press +/-.

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# CURRENCY CONVERSION

You can use your organizer to convert between four pairs of currencies. The pre-programmed pairs are:

US \$/DM

US \$/¥

US \$/C (Canadian) \$

US \$/£

Or, you can store your own pairs.

Follow these steps to convert currencies.

1. Press **CONV/CALC** three times.
2. Press **SEARCH**  $\vee$ , **SEARCH**  $\wedge$ , **▲**, or **▼** to select the currency pair to be converted.

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If you want to change the currency name(s) or set the exchange rate(s), press **EDIT**.

Enter the new currency name on the left, then press **ENTER** and enter the new currency name on the right.

**Note:** You can press **SYM** to select the symbols you need when editing currency names.

3. Press **ENTER**. **RATE?** appears.
4. Enter the exchange rate. For example, if there are 1.5 US dollars to the Deutschemark, enter 1.5 when the display shows **US\$ - > DM**. Then press **ENTER**.
5. Enter the amount to be converted.

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- 
6. Press ◀ or ▶ to select the direction of the conversion. The converted amount appears.

The currency names and exchange rates you enter remain stored until you reset the organizer.

# CARE

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Your RadioShack EC-219 24K Electronic Organizer with Web Site Directory 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 electronic circuits.
- Use and store the organizer only in normal temperature environments, and avoid sudden temperature changes. Temperature extremes can shorten the life of electronic devices, damage batteries, and distort or melt plastic parts.
- At very low temperatures, the display's response time might slow

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down or the display might fail completely. This is only temporary. The organizer works normally again when it returns to normal temperature.

- Handle the organizer gently and carefully. Dropping it can damage the circuit boards and cause it to work improperly.
- 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 it.
- If the organizer is exposed to strong static electrical charges, the display might become dim or the organizer might fail to respond. This rarely happens, but if it does, reset your organizer

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(see “Resetting the Organizer” on Page 76).

- Use only fresh batteries of the required size and type. Always remove old or weak batteries. They can leak chemicals that can destroy the electronic circuits.

Modifying or tampering with the organizer’s internal components can cause a malfunction and might invalidate the warranty. If the organizer is not performing as it should, take it to your local RadioShack store for assistance.

## **REPLACING THE BATTERIES**

Your organizer is powered by two 3-volt CR2032 lithium batteries and



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backed up by another CR2032. When the display dims or stops working properly, replace the main batteries. To protect the data stored in your organizer, replace the back-up battery once a year. We recommend RadioShack Cat. No. 23-162 for both main and back-up batteries.

**Cautions:**

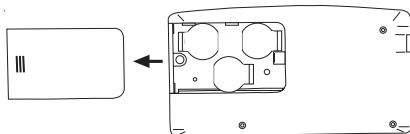
- Never remove all three batteries inside the battery compartment at the same time. If you do, you could lose stored information.
- Be sure to turn off your organizer when replacing the battery. Otherwise, you could lose the stored information.
- To protect the data stored in your organizer, remove the old batter-

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ies and install the new ones as quickly as possible.

Follow these steps to replace the main batteries or the back-up battery.



1. Press **ON/OFF** to turn off the organizer.
2. Use a Phillips screwdriver to remove the screw on the battery compartment cover, then slide the cover off in the direction of the arrow on the cover.
3. Use the end of a screwdriver or other object to pry out the battery or batteries you are replacing,

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then install the new one(s) with the positive (+) side(s) facing up.

**Warning:**

- Always dispose of old batteries promptly and properly.
- Never burn batteries.
- Keep batteries out of reach of children. Swallowing a battery could be fatal.

**Caution:** Be sure to keep the two main batteries in the battery compartment while replacing the back-up battery.

4. Replace the cover, then reinsert and tighten the screw.

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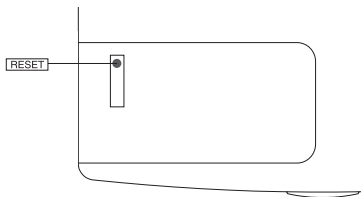
# RESETTING THE ORGANIZER

## Resetting the Secret Memory

Follow these steps to reset the organizer and clear the records stored in the secret memory. This is useful if you forget the password or just want to free up memory by deleting the records in the secret area.

**Note:** You must clear *all* records (see “Resetting All Memory” on Page 77) before you can *change* the password.

1. Use a pointed object (such as a straightened paper clip) to press the **RESET** hole in the back of your organizer. **RESET (Y/N) ?** appears.



2. Press **Y**. **DEL SECRET?** appears.
3. Press **Y** again. **DELETE...** appears for about 2 seconds, then the current date and time appear. All the records stored in the organizer's secret memory are cleared.

## Resetting All Memory

If you want to clear all the records in the organizer, follow these steps to completely reset the organizer.

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1. Follow the steps in “Resetting the Secret Memory” on Page 76 and press any key except **Y** in Step 3. **ERASE DATA?** appears.
  2. Press **Y**. **RESET . . .** appears for about 2 seconds. All the information stored in the organizer’s memory (including records in the secret area) is cleared. You must re-enter the key tone, current date and time, daily alarm time, and the daily alarm.

# SPECIFICATIONS

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## Power Source:

Main Two Lithium Batteries, 3V  
Back-Up One Lithium Battery,  
3V, Type CR2032  
(RadioShack Cat. No. 23-162)

## Battery Life:

Main ..... About 8 Months  
Back-Up ..... About 1 Year

## Automatic

Power-Off ..... About 6 Minutes

Working Temperature ..... 32–104°F  
(0–40°C)

## Dimensions:

(HWD) .....  $3 \times 5^{5/16} \times 1/2$  Inches  
(76 × 135 × 12.7 mm)

## Weight

(w/o Batteries) ..... 3.4 oz (96 g)

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



# NOTES

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## 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, (*Continued*)

*(Continued)* 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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