PALM
COMPUTING
PLATFORM

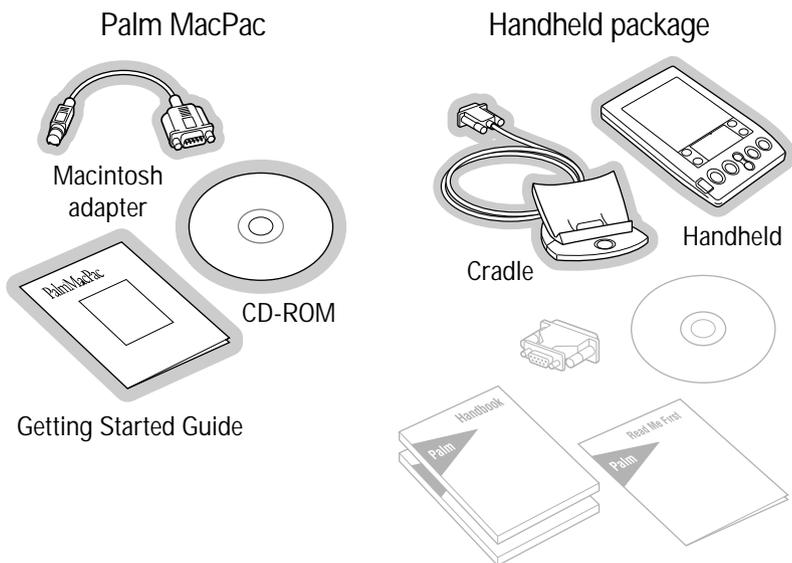# Getting Started

Palm™ MacPac version 2

*The easy way for Macintosh
users to get organized.*

3Com®

Mac

Find what you need

With the Palm™ MacPac and a Palm Computing® handheld, you have everything you need to connect your handheld to your Macintosh and transfer information between them.
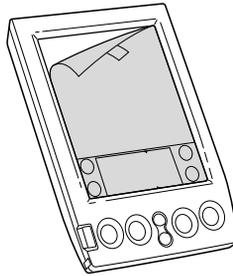
You will need *all* of the contents of the Palm MacPac and *some* of the contents of the handheld package. The items grayed out in this picture are not required to connect to your Macintosh:
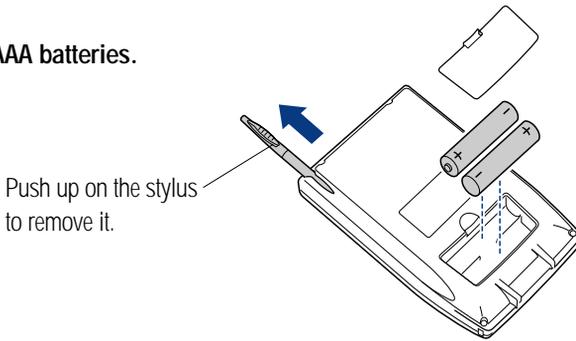
Palm MacPac   Handheld package

Macintosh
adapter

CD-ROM

Cradle   Handheld

Getting Started Guide

Set up your handheld

For upgrading: If you are already using other software to synchronize your handheld with your Macintosh — such as MacPac 1.0 or Now Synchronize — perform a HotSync® operation now to ensure the latest data is on your handheld. You can then skip to step 8.
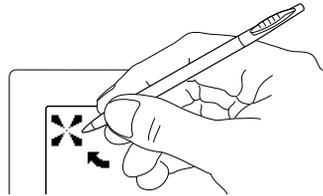
1. **Remove the screen film.**

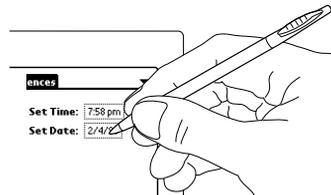**2.** **Install AAA batteries.**

Push up on the stylus
to remove it.

3. **Calibrate the screen** by tapping
the targets with the stylus.

4. **Set the time and date** by tapping
the boxes and arrows with the stylus.

ences
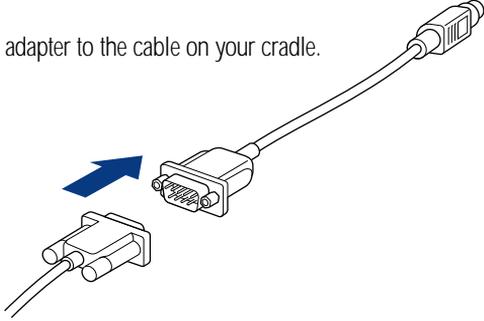
Set Time: 7:58 pm
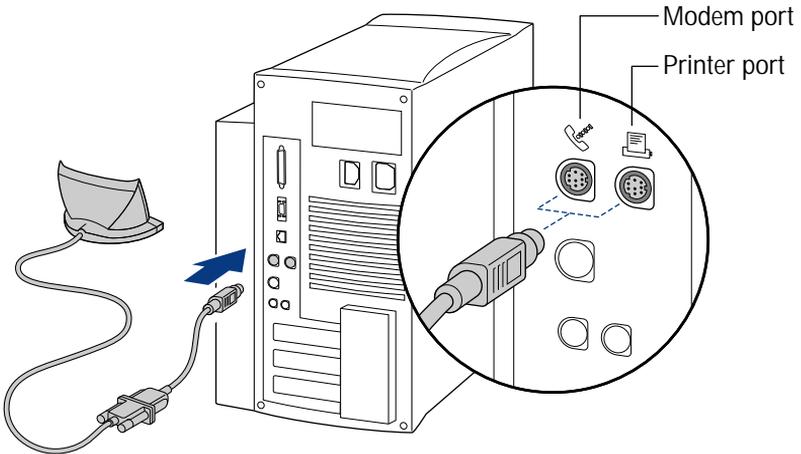Set Date: 2/4/2

Connect the cradle

5. Turn off your Macintosh.

6. Make the connection.

• Connect the Macintosh adapter to the cable on your cradle.

• Connect the cradle to either the printer or modem port on the back of the computer. Remember which port you connected the cradle to; you'll need that information later.

Modem port
Printer port

7. Turn on your Macintosh.

Install the Palm™ MacPac software

Palm™ MacPac includes Palm™ Desktop software to help you organize your addresses, appointments, tasks, and notes. It also contains HotSync® Manager software that transfers data between your Macintosh and your handheld.

8. **Install the Palm MacPac software.**

• Insert the CD-ROM from Palm MacPac into your drive, then double-click the Palm™ Desktop Installer icon.

• Follow the onscreen instructions.

The installer prompts you to enter the following:

– A user name (if you have already performed a HotSync operation, enter the same name)

– The port where you connected the cradle (printer or modem port)

Launch Palm™ Desktop software

9. **Launch Palm™ Desktop software.**

Double click the Palm™ Desktop icon in the Palm folder.

Palm™ Desktop

To enter data, click one of the following Palm Desktop icons. When you transfer the data to your handheld during a HotSync® operation, the data appears in the corresponding handheld applications:

Palm Desktop Software

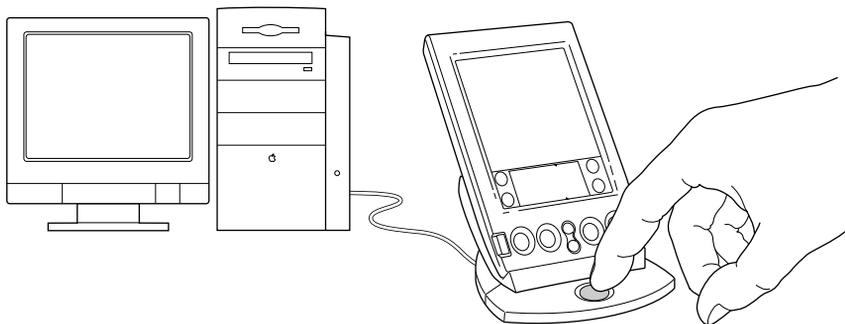| Appointments	Contacts	Tasks	Notes
Date Book	Address Book	To Do List	Memo Pad

Handheld Applications

To understand the differences between Palm Desktop software and the handheld applications, see the online documentation available on the Palm™ MacPac CD-ROM.

Transfer data to your handheld

10. **Perform a HotSync® operation.**

Place your handheld in the cradle, then press the HotSync® button on the cradle.

This operation updates and exchanges data between your Macintosh and your handheld.

Congratulations! You're ready to go with your handheld.

Further information

Look on the Palm™ MacPac CD-ROM for online documentation for Palm™ Desktop software.

Migrating data from Claris Organizer

If you were using Claris Organizer, you can now migrate your data to Palm Desktop software.

- Make a backup copy of your Claris Organizer data file.
- Launch Palm Desktop software, and choose Merge from the File menu.
- Navigate to your existing Claris Organizer data file, then click Open.

Your Claris Organizer data is now included in your Palm Desktop file. Perform a HotSync operation to transfer the data to your handheld.

Installing applications on your handheld

You can easily expand your handheld's capabilities by downloading any of the thousands of freeware, shareware, and commercial applications available on the Internet. Just follow these steps:

1. **Download applications from www.palm.com** (or other web site).

2. **Unstuff or unzip** the application if it is stuffed or zipped.
If you don't have it already, you need to download UnStuffIt or an application to unzip files, such as ZipIt.

3. **Select the application you want to install.**
- Double-click the HotSync® Manager icon in the Palm folder.
- Choose Install from the HotSync menu.
- Drag the application files to the Install Palm Applications dialog box.

HotSync® Manager

4. **Perform a HotSync operation** to transfer the applications to your handheld.

Installing conduits

Conduits from Palm Computing and other software providers allow you to transfer information between more applications on your handheld and applications on your Macintosh.

To install a conduit:

1. **Drag the conduit file(s)** into the Conduits folder inside the Palm folder.

2. **Configure the conduit** in the HotSync Manager application.
- Double-click the HotSync Manager icon in the Palm folder.
- Choose Conduit Settings from the HotSync menu.
- Configure the conduit appropriately.

HotSync® Manager

3. **Perform a HotSync operation** to use the conduit.