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## INTRODUCTION

Congratulations on purchasing the English-Russian Integrated Digital Language System Partner® v6. This product is the result of combined efforts of Ectaco's staff of linguists, engineers, and programmers, and represents the sixth generation of the highest performance integrated educational tools. You are now the owner of the most advanced electronic device ever produced for foreign language studies.

The Integrated Digital Language System Partner® v6 features:

- ❖ *Main vocabulary (English-Russian bi-directional dictionary) of over 1,000,000 words, including idioms, medical, technical, legal, business terms, as well as slang and general expressions*
- ❖ *Dictionary of the English Language*
- ❖ *English-Ukrainian bi-directional dictionary*
- ❖ *Reference dictionary of common terms*
- ❖ *Comprehensive TOEFL guide with sample tests and instant evaluation*
- ❖ *English Grammar electronic textbook with topic search*
- ❖ *US citizenship exam preparation guide*
- ❖ *Most popular American idioms*
- ❖ *English irregular verbs*
- ❖ *Tourist phrasebook with pronunciation function*
- ❖ *12-topic book of common English phrases with a possibility of translating any of those into 6 languages (Russian, French, German, Italian, Portuguese, and Spanish)*
- ❖ *Advanced English speech reproduction*
- ❖ *Fully automated text translation*
- ❖ *Interactive phonetic practice with speech correction*

- ❖ *New word recording function for dictionary expansion*
- ❖ *Instant reverse translation*
- ❖ *Award winning Vector Ultima™ bilingual spell-checking system*
- ❖ *Advanced word recognition system*
- ❖ *2MB English/Russian personal organizer, equipped with search function and containing Telephones, Memo, Appointments, Calendar, Shorthand, Drawing Board, and Voice Memo*
- ❖ *Comprehensive reference section featuring Travel Guide, Size Equivalents, English Names List, Local and World time with map illustration etc.*
- ❖ *Game center featuring 4 fascinating games*
- ❖ *Crossword solver with educational functions*
- ❖ *Arithmetic, graphic and loan calculators*
- ❖ *Account manager*
- ❖ *Built-in Fax and E-mail*
- ❖ *Digital voice recorder*
- ❖ *Mathematical formulas*
- ❖ *Electronic personal information book*
- ❖ *Currency exchange rate calculator*
- ❖ *Metric converter*
- ❖ *High-speed data exchange and synchronization with PC*
- ❖ *Two-language interface*
- ❖ *Alarm*
- ❖ *Audio appointment reminder*
- ❖ *Talking clock*
- ❖ *Calendar*
- ❖ *Telephone directory with exclusive lookup search and sorting options*
- ❖ *Data protection system*
- ❖ *External power jack for non-battery operation*

The latest speech technology employed by Partner® v6 allows you to listen to a clear, life-like pronunciation of English words and phrases.

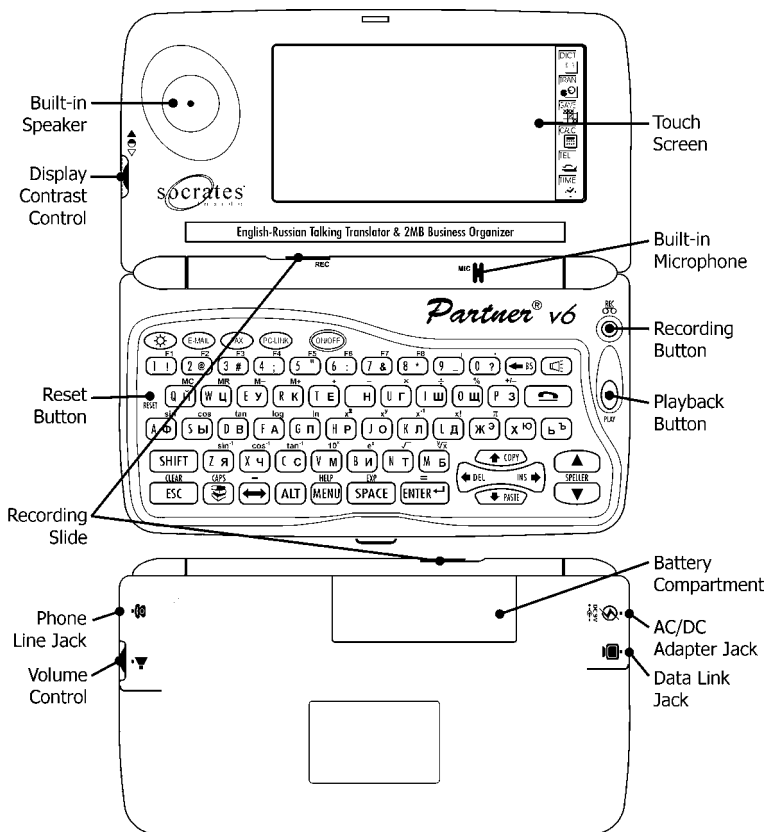
Unlike other portable electronic dictionaries, this model features a break-through combination of two parallel input devices – a well-designed 63-button keyboard and a high-resolution touch-sensitive display, which makes it functionally analogous to a mouse-equipped computer.

- ◆ **Note:** As continuous efforts are made by the manufacturer to ensure a better quality and performance of the Partner® products, some characteristics or the design of the actual device you purchased may slightly differ from their description in this manual.
- ◆ **Note:** Partner® v6 has been tested for Y2K compliance. The range of correctly calculated dates is January 1, 1900 through December 31, 2099.

The Partner® v6 Integrated Digital Language System gives you freedom of speech and peace of mind. Enjoy your Partner® v6 and make it your personal companion.

## General View

General view and external appliances of Partner® v6 are shown below.



## Power Supply

Partner® v6 is powered by two AAA (LR03) batteries. When the batteries become weak, a warning message will be displayed.

In order to prevent an excessive discharge of batteries and resulting loss of data in RAM, the voice recording, the talking function, and communication channels will be disabled. To restore full functionality of the device and to avoid risk of user's data loss, replace the complete set of batteries as soon as possible. Do not mix old and new batteries.

### *How to replace the batteries*

- Press the ON/OFF key to turn the unit off.
  - Remove the battery compartment cover by sliding it away from the unit.
  - Remove the used batteries and replace them with new ones.
  - Make sure to place the batteries according to the polarity markings (+ -) inside the compartment.
  - Put back the battery compartment cover by sliding it toward the unit. Make sure the cover sits in place properly.
- ◆ **Note:** You have 2 minutes to replace the batteries without risk of losing data stored in RAM. **Do not exceed the 2-minute limit!** Neither the manufacturer nor the dealer may be held responsible for loss of user's data (see *International Warranty*, page **Error! Bookmark not defined.**). Refer to page 9 for instructions if an initialization message appears on the screen after replacing the batteries.
- ◆ **Note:** Never try to remove batteries from the unit when the power is on. This can seriously damage the device. If you experience difficulty turning the unit off, press the RESET button on the left-hand side of the keyboard (next to the Q key) and reinstall the system. See page 9 for additional information.
- ◆ **Note:** Partner® v6 is equipped with a jack for external power supply.



**Use of an inappropriate external power supply may cause failure of the unit and void the warranty.**

The AC/DC adapter should provide 9V and min 300mA DC current.

- ◆ **Note:** Electronic communication consumes considerable amount of energy. Try to always use an external power supply while sending electronic messages.



Contact your dealer to order the compatible AC/DC adapter or call +1 (800) 710-7920 within the continental US or +7 (812) 545-3838 in Russia.

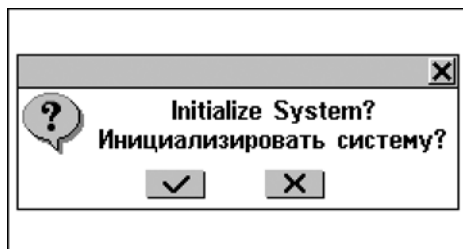
## ***Initialization***

The initialization routine is started

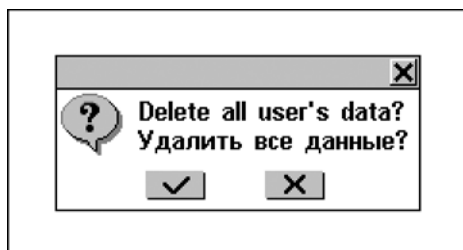
- when Partner® v6 is turned on for the first time
  - when you remove the batteries (e.g. when you need to replace those) **for longer than 2 minutes**
  - after the system has been reset with the RESET button.
- ◆ **Note:** The RESET button is located on the left-hand side of the keyboard (next to the Q key). It can be accessed with any thin object like a paper clip. Never use a needle or a pin there since it can damage the unit.



Depending on the state of the system recovery resources, either the prompt *Initialize System?* or the message *System is initialized!* appears.

In the former case, press ESC or touch  or  to abort initialization and preserve user's data and customization.

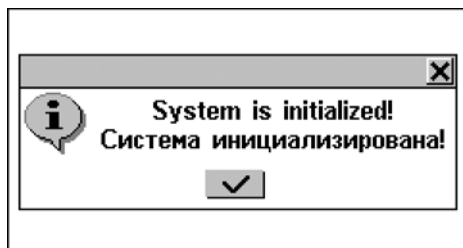


If you confirm the prompt, you can still prevent initialization by canceling the ensuing prompt *Delete all user's data?*



Press ESC or touch  or  to abort initialization and preserve user's data and customization.

The *System is initialized!* message signals that a system initialization has been accomplished, resulting in freeing memory and restoring the factory defined settings.





Also, user may be prompted to conduct the touch-screen calibration, which accounts for a proper spacing and alignment of touch-sensitive screen elements. Please refer to page 149 for the procedure description.

Another consideration upon the first use or a completed system initialization is that the interface language will be reset to English. Users that prefer to see menus and messages in Russian are referred to page 146 for instructions.

## Keyboard


The American standard QWERTY keyboard combined with the Russian standard ЙЦУКЕВ layout allows you to enter any word just in seconds.

Each national set of characters is linked to its language input mode. Language modes can be toggled by pressing the  key. In the *Main Dictionary (English-Russian bi-directional dictionary)* and *Ukrainian Dictionary (English-Ukrainian bi-directional dictionary)*, however, the input mode selection is handled automatically to comply with the current source language, and the  key is used for changing the translation direction.

- ♦ **Note:** Unlike PC keyboards, with Partner® v6 there is no need to keep a key pressed. It is enough to press it only once and release.




The function and control keys are described below.

### Function shortcut keys<sup>1</sup>

ON/OFF	Turn Unit On or Off
RESET	Re-initialize System
MENU	Show MAIN MENU/Switch Tab
	Open Main Dictionary

---

<sup>1</sup> Key1+Key2 here and further on signifies the combination of keys to use - first press and release Key1, then press and release Key2.

E-MAIL	Send or Receive E-mail
FAX	Send Fax
PC-LINK	Start PC Communication
	Open Telephones
REC	Record Voice Memo
PLAY	Play Back Voice Memo
SHIFT+HELP	Open Brief of Functions
SPELLER (SHIFT+ ▼ or ▲)	Launch Spell-Checker
	Use Speech Function <sup>2</sup>
	Back-Light Screen

### Control and editing keys

←, →	Move Cursor or Highlight
↓, ↑	Move Cursor or Highlight/Scroll Lines
▼, ▲	Page by Screen/Switch MAIN MENU Tab
ENTER	Execute/Start a New Line while Editing
SPACE	Enter Space
ESC	Close Active Window/Cancel
ALT	Enter symbols from the Russian two-letter keys <sup>3</sup>
SHIFT	Type in Uppercase

<sup>2</sup> Only English words and phrases can be pronounced.

<sup>3</sup> Use ALT to enter the lowercase Russian letters Ъ, Ю, Ь (e.g. ALT+Ю). To obtain the uppercase images of the letters on two-letter keys, press SHIFT or Caps Lock the keyboard first (SHIFT+CAPS).

SHIFT+ESC (CLEAR)	Clear Input
SHIFT+CAPS	Enable SHIFT Lock
SHIFT+COPY	Copy Selection to Clipboard
SHIFT+PASTE	Insert Clipboard Contents
SHIFT+DEL	Delete Highlighted Input
←BS	Delete Character to the Left from Cursor
SHIFT+↩	Delete Character to the Right from Cursor
SHIFT+INS	Toggle Insert/Overwrite
SHIFT+F1...F8	Use F keys <sup>4</sup>
↔	Switch Language or Translation Direction

Computational symbols and operations are available with the options of the CALCULATIONS Section.

## ***Display***

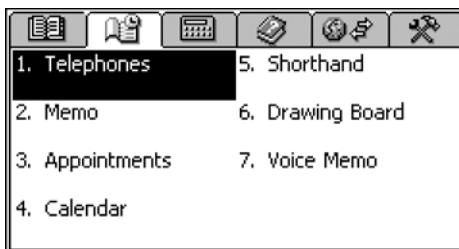
Partner® v6 features a large-size backlightable touch screen that provides a responsive and efficient windows-driven graphical interface for the unit's numerous functions and applications.

### *Touch-screen elements*

By touching a screen item of a certain type – a push button or pre-highlighted text – you perform an action associated with it. An active button appears indented.

---

<sup>4</sup> Functions and use of F keys are described within the appropriate sections



The keyboard equivalent of touching the highlighted item is moving the *highlight bar* to it with the arrow keys (←, →, ↓, ↑) and pressing ENTER.

Both the touch screen and the keyboard procedures of activating an option or a command are referred to as *selecting* in this manual.

### *Stylus*

The *touching* is preferably done with the supplied pointing device called *stylus*, which, when not in use, can be conveniently kept in a special slot at base of the unit's case lid.

The stylus is especially useful for operations that cannot be performed from the keyboard: highlighting an arbitrary text fragment in Personal Organizer sections (to delete or to copy) or highlighting a multi-word translation in a dictionary entry (to make a reverse translation or get an explanation).

- ♦ **Note:** If, for some reason, using stylus does not provide the desired effect, use MENU, ENTER and arrow keys (←, →, ↓, ↑) to access the *Touch Screen Calibration* procedure (see page 149).

## MAIN MENU







The MAIN MENU appears as a row of tabs on top of the screen when the unit has been turned on (unless the *Resume Screen* setup option has been selected, see page 148), an application closed or the MENU key pressed. The

MAIN MENU is divided into six submenus, each of which includes a number of related *sections*.



Sections may also include subsections and various options of lower level.

The six parts of the MAIN MENU are:

	DICTIONARY
	ORGANIZER
	CALCULATIONS
	REFERENCE
	COMMUNICATION
	SETUP

### *Opening a Submenu*

The easiest way to open a specific submenu when the MAIN MENU is displayed is by touching its tab on top of the screen.

Alternatively, the submenus can be switched by pressing the MENU key or one of the paging ▲, ▼ keys on the keyboard.

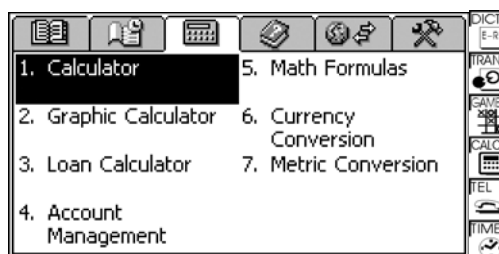
### *Opening a Section*

To open a section of Partner® v6, display the appropriate part of the MAIN MENU and do one of the following:

- touch the option name
- move the highlight bar to the option name and press ENTER
- press the numeric key corresponding to the option number

## Sidebar

Sidebar ▼



Six sections of Partner® v6 have permanent touch-sensitive shortcut buttons on the *Sidebar* to the right of the screen:



*Main Dictionary*



*Text Translation*



*Game Center*



*Calculator*



*Telephones*

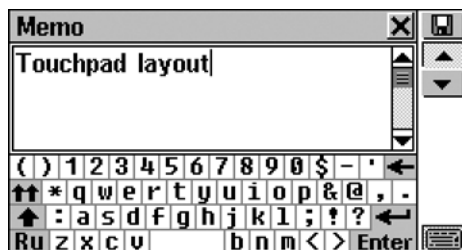


*Local Time (Pop-Up Window and Talking Clock)*



## Touchpad

Touchpad is a set of virtual keys displayed on the screen that simulates the conventional physical keyboard or part of it. The combination touchpad shown below is most widely used throughout the Partner® v6 applications.



The basic touchpad layout contains letters of the respective alphabet and a set of symbols. The images of control keys have the following meaning:

<i>Touch key</i>	<i>Meaning</i>	<i>Keyboard equivalent</i>
	Backspace	
	Enter/Line Break	
	Shift	
	Caps Lock	
	Change Language	

Touching the keyboard button in the lower-right corner of the screen or pressing SHIFT+F8 on the keyboard hides the touchpad, thus enlarging the input visible area. To re-display the touchpad, touch or press SHIFT+F8 again.

- ◆ **Note:** The touchpad layout has additional symbols when in uppercase mode.

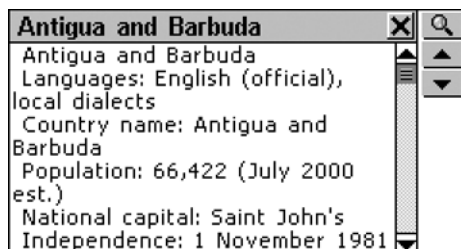
- ♦ **Note:** Specific Ukrainian letters could be only entered from the Russian touchpad when in uppercase mode.



## Windows

Every application, pop-up menu, or dialog box of Partner® v6 appears in its own *window*.

A window is displayed as a framed screen area with two main elements: the *Title Bar* and the *Close Button*.



The *Title Bar* may show the name of the currently active section or a message title. Any window can be closed either by pressing ESC on the physical keyboard or by touching the *Close Button* in the window's upper-right corner.

Also present in a window might be the *Vertical* or *Horizontal Scroll Bars*. The *Scroll Box* on it shows the position of the displayed portion relative to the rest of relevant information.

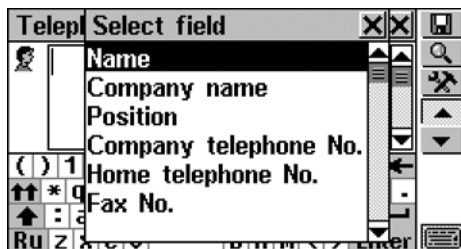
On a *Scroll Bar*:

- touch a *Scroll Arrow* or to advance or return one line

- touch and drag the *Scroll Box* to browse
- touch the *Scroll Bar* below or above the *Scroll Box* to jump to that portion of text.

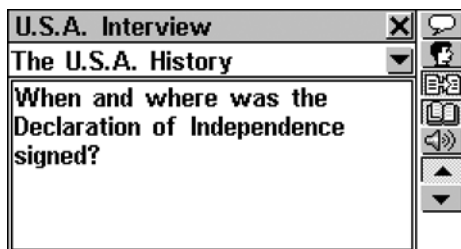
### *Pop-Up and Pull-Down Menus*

A *pop-up menu* is an overlapping window that requests the user's selection of one of the displayed options.

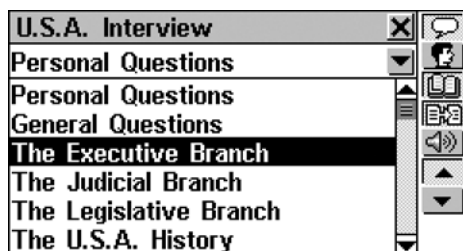


Touch a line with the stylus or move the highlight bar to a line with the arrow keys and press ENTER.

Aside from pop-up menus, non-window *pull-down menus* may be used. Button ▼ on the screen indicates the presence of a hidden pull-down menu.



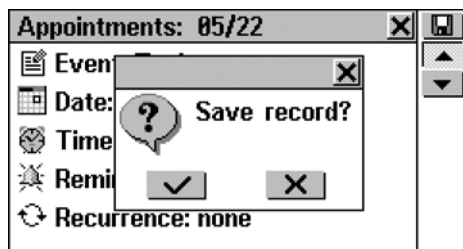
Touch the arrow button ▼ to pull down a menu, for example:






To select an option, touch its name or highlight it and press ENTER. To hide a menu without making selection, press ESC or touch the screen outside the menu area.

### Dialog Box

A simple example of a dialog box is a *prompt*, which contains a *Yes/No* question pending user's confirmation or cancellation.

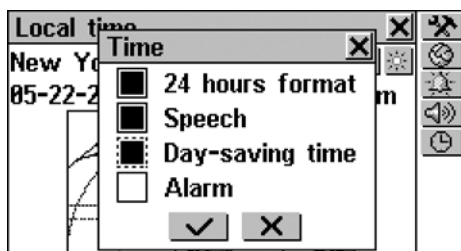


How you can respond to a prompt:

<i>Touch</i>	<i>Meaning</i>	<i>Keyboard equivalent</i>
	Yes	ENTER
	No	N
	Cancel	ESC

A *Setup* prompt expects the user to specify data items directly in the dialog box. This can imply either checking boxes or setting values.

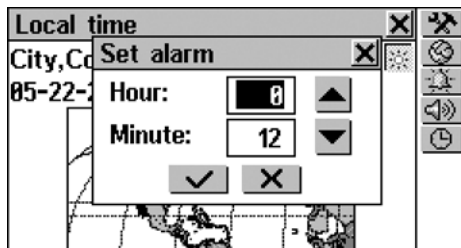
## Checking boxes



Check an empty box ☐ by touching it or by moving the dotted frame ☐ to the desired item with the arrow keys and pressing SPACE on the keyboard. A checked

box appears solid: ☒. Touch ☒ or press ENTER to apply changes and close the window.


## Setting values



To change a value in the highlighted box, touch the ,  buttons or press the ,  keys. To change the active box, touch it or use the ,  keys. Touch ☒ or press ENTER to save settings and close the window.

## Message Box

A *message* just requests acknowledgement of information, therefore, touching ☒ is the same as closing the window

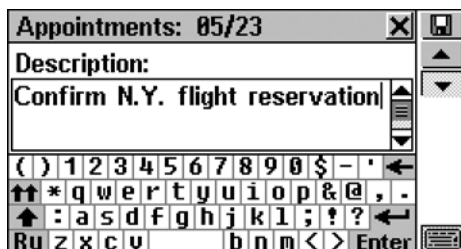
(some message boxes do not display the  button at all).













Partner® v6 does not allow moving or switching active windows. Thus, you will have to close an overlapping window in order to proceed.

## Toolbar

A *Toolbar* is a set of vertically arranged push buttons appearing to the right of a pertaining window.



The most frequently used *Toolbar* buttons are:

	Page Up		Save
	Page Down		Edit
	Scroll Up		Delete
	Scroll Down		Search
	OK (Apply)		Setup/Sorting



New



Say



Explain



Spell-Checker



Translate




Font Size

As an on-hand help to the user, a short *Toolbar* button description (*Tooltip*) appears when the button is being touched.

Commands and options associated with currently displayed *Toolbar* buttons are also accessible from the keyboard by pressing SHIFT+F1, F2, etc., counting buttons from top to bottom.

## DICTIONARY

The most important part of Partner® v6 – the DICTIONARY Section - encompasses eight language-related sections, each discussed in detail below.

- Select the  tab on the MAIN MENU to open the DICTIONARY Section.

## HOW TO USE THE DICTIONARIES


### ***Advanced Word Recognition***

- To translate or explain a word, start entering it from the keyboard or the touchpad.

While you are typing, two headwords closest in spelling to the portion you entered so far are displayed in the *Advanced Search Area* under the input line.



- If the desired word had appeared before you finished typing, select it (touch the corresponding line or make sure it is highlighted and press ENTER) to see its translation(s) or explanation(s).

You can scroll or page through the *Advanced Search Area* to manually find the word in question. To enlarge the visible *Search Area*, you may want to hide the touchpad by touching .

## ***Parts of Speech and Gender Labels***

Translations or explanations of a headword are listed in the alphabetical order of parts of speech.

<b>A</b> – adjective	<b>NPR</b> – proper noun
<b>ABBR</b> – abbreviation	<b>NUM</b> – numeral
<b>ADV</b> – adverb	<b>PART</b> – particle
<b>ART</b> – article	<b>PHR</b> – phrase
<b>AUX</b> – auxiliary	<b>PREF</b> – prefix
<b>CONJ</b> – conjunction	<b>PREP</b> – preposition
<b>ID</b> – idiom	<b>PRON</b> – pronoun
<b>INTRJ</b> – interjection	<b>SUFF</b> – suffix
<b>N</b> – noun	<b>V</b> – verb

Nouns are marked with gender and number labels.



**F** – feminine

**FN** – feminine or neuter

**FPL** – feminine plural

**M** – masculine

**MF** – masculine or  
feminine

**MFPL** – masculine or  
feminine plural

**MN** – masculine or  
neuter

**MPL** – masculine plural

**N** – neuter

**NPL** – neuter plural

**PL** – plural

## Viewing Entries

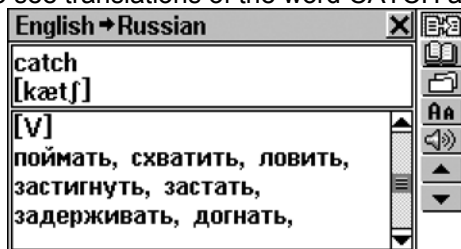
Suppose you want to translate the English verb CATCH into Russian.

- Enter CATCH on the input line.
- ♦ **Note:** The *Dictionary* search is not case-sensitive, so you can type in any case you want.
- To select CATCH and see its translations, touch the corresponding line in the Search Area, or make sure the line is highlighted (use ↓ if necessary) and press ENTER. You will see translations of the noun CATCH.

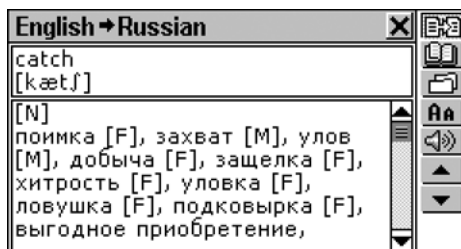


- ♦ **Note:** Similarly you can get the words explanations in the Dictionary of the English language.

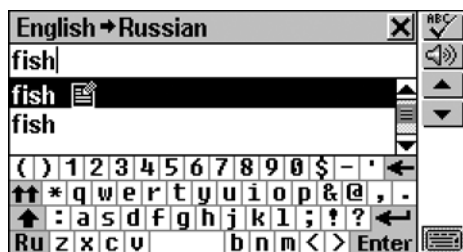
- Use the *Scroll Bar* or the ↓ key to scroll the screen down to see more translations of the word CATCH as a noun. You will also see translations of the word CATCH as a verb.








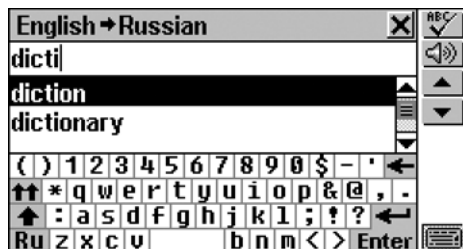
- Touch **AA** to reduce the screen font size and to see more translations or explanations of the given headword on the screen without scrolling.




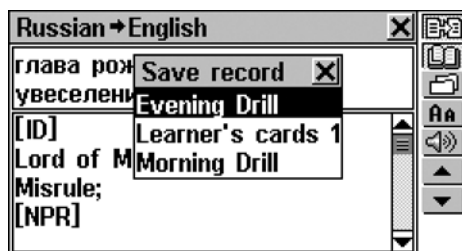
- ♦ **Note:** There are three font sizes in the Dictionaries. Touch **AA** twice to restore the initial font size.
- Use the ▲, ▼ keys or ▲, ▼ buttons to switch between adjacent entries.
- ♦ **Note:** Your *User's Dictionary* headwords, if coinciding in spelling, will be displayed in *Advanced Search Area* before those of the *Main Dictionary*.



- To translate or explain another word in the same dictionary, press ESC or touch  to return to the selection screen and begin a new search.
- To change the direction of translation,
  - use ESC or  to return to the selection screen, then touch  or  or press , or
  - make a reverse translation (see page 29).
- ♦ **Note:** The *English-Russian* and the *English-Ukrainian* dictionaries default after the system initialization.






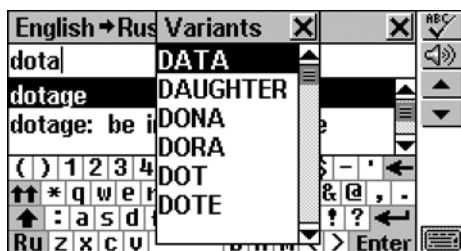
- To record a displayed entry on your personal *Learner's Cards* set (see details on page 47), select the  button and specify the set name.



## Spell-checker Vector Ultima™

The multilingual spell-checker Vector Ultima™ is one of the most advanced on the market. When you are unsure of a word's spelling, the Vector Ultima™ allows you to enter the word as you hear it and choose a spelling version from a list of suggestions.

- Type the word DAUGHTER as you hear it: DOTA.
- Touch  or press SHIFT+SPELLER on the keyboard (SHIFT and either of the ,  keys). A list of suggested *Variants* appears on the screen.

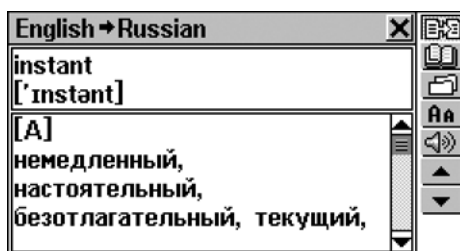


- Select the word DAUGHTER to see its translations.
- ♦ **Note:** If the spell-checker is unable to suggest alternative words, the *No Variants* message is shown.

## Instant Reverse Translation

For your convenience, Partner® v6 provides an *Instant Reverse Translation* for all words and expressions in the *Dictionaries*.

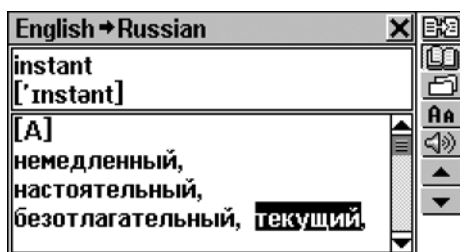
- Display the entry for the adjective INSTANT.



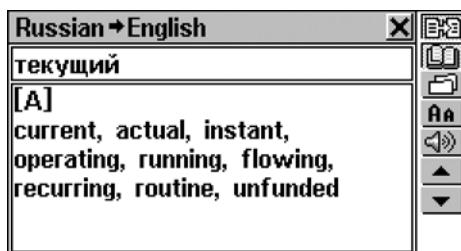
### Translating a word

- Highlight a word among the translations by
  - touching it with the stylus, or
  - moving the highlight bar to it with the → key.

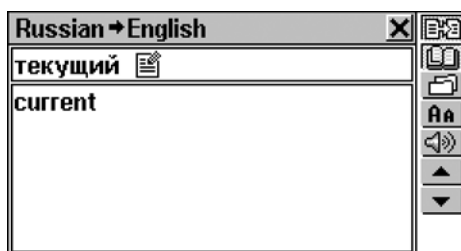
For example:




- Touch  or press ENTER to obtain an instant reverse translation of the highlighted word.



- ◆ **Note:** If the word selected for the *Reverse Translation* has identical translation variants in both *Main* and *User's Dictionaries*, the entry of the latter is displayed first:

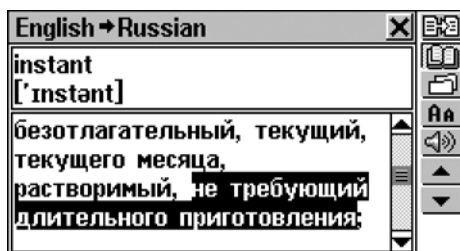






- Touch  or press the ▼ key to page down to the *Dictionary's* entry.
- ◆ **Note:** Note that the word selected for the *Reverse Translation* must be in its basic (dictionary) form. Otherwise no translation can be made and the message *Not found!* will be displayed.

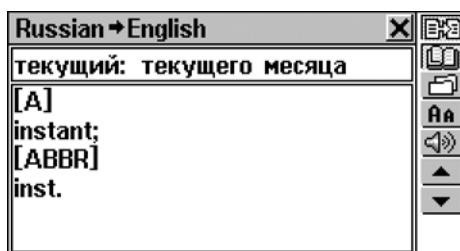
### *Translating an expression*

Expressions constituting a complete translation variant (delimited by commas) can be highlighted and translated as a whole.


- To highlight a whole expression between commas, touch its first word with the stylus and drag it along the expression until the last word is highlighted.
- ◆ **Note:** Don't highlight across translation boundaries.



- Touch  or press ENTER to obtain an instant reverse translation of the highlighted expression.
- ♦ **Note:** If the selected expression has identical translation variants in both *Main* and *User's Dictionaries*, the entry of the latter is displayed first.
- Touch  or press the ▼ key to page down to the *Dictionary's* entry.
- ♦ **Note:** If the reverse translation for the selected expression is not found, select the main word in it (must be in its basic form), touch  and when in the *Dictionary* touch  or press the ▼ key to page down to the appropriate entry.



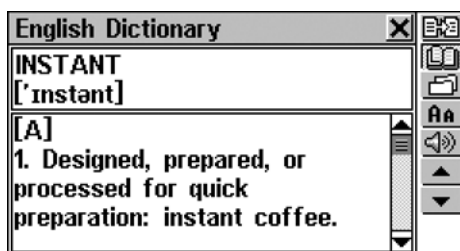
You can make up to 4 reverse translations in succession (without closing windows). The message *Last Translation* is displayed if the limit is reached.

- To close the *Reverse Translation* windows in the backward order, touch  or press ESC.

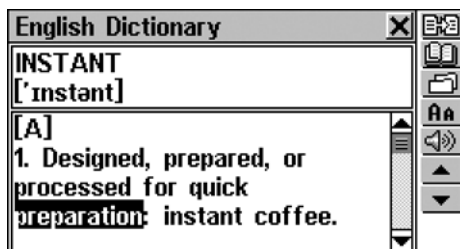
## Instant Explanation

Partner® v6 allows you to get instant explanations of any English word or expression from the explanation or translation of the given headword.

- For example, display the entry for the adjective INSTANT.

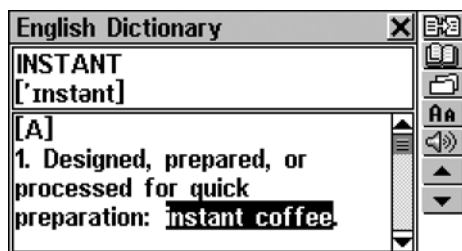


- Highlight a word by:
  - touching it with the stylus, or
  - moving the highlight bar to it with the → key.

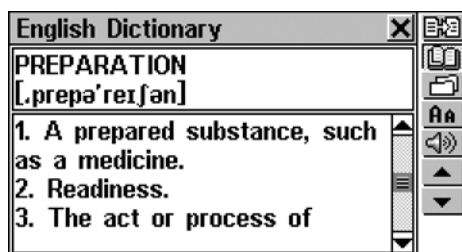


- ♦ **Note:** You can also highlight an expression. Expressions constituting a complete explanation variant can be highlighted as a whole. To highlight a whole expression between commas, touch its first word with the stylus and drag it along the expression until the last word is highlighted.

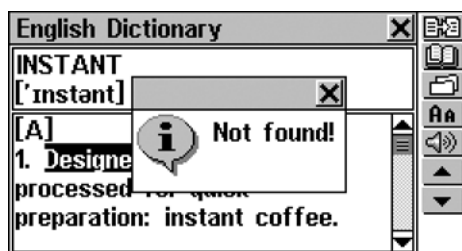





- ◆ **Note:** Don't highlight across explanation boundaries or punctuation marks.
- Touch or press ENTER to obtain an instant reverse explanation of the highlighted English word or expression.



- To get an explanation of the headword of a displayed entry, just touch .
- ◆ **Note:** Note that the word selected for the reverse explanation must be in its basic (dictionary) form. Otherwise no explanation or translation can be made:





You can make up to 4 reverse explanations or translations in a sequence (without closing windows). The message *Last translation* is displayed when the limit is reached.


- To close the opened windows in the backward order, touch  or press ESC.

## MAIN DICTIONARY

The Integrated Digital Language System Partner® v6 contains the most advanced English-Russian and Russian-English electronic dictionaries available on the market. This Guide usually refers to those as the *English-Russian Dictionary*, or simply the *Main Dictionary*.

### General Dictionary Function

- Select the *English-Russian Dictionary* option on the DICTIONARY Section, or touch  on the *Sidebar*, or press the  key on the keyboard.

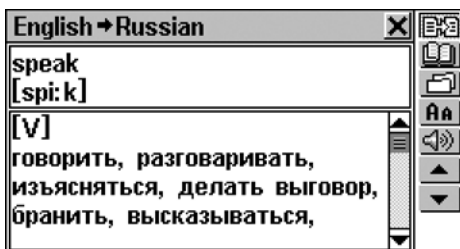
During the initialization of the *English-Russian Dictionary* you may see the  icon. This usually means that *User's Dictionary* (see page 39) contains considerable number of entries. Since both dictionaries are interlinked, the more words the *User's Dictionary* contains, the more time it takes to initialize the *Main Dictionary*. Please wait.



- ♦ **Note:** Please refer to the *How to use Dictionaries* (see page 23).

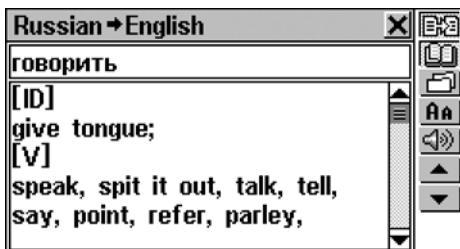
## Pronunciation of Words and Sentences



One of the most exciting features of Partner® v6 is the TTS (Text-To-Speech) technology allowing the pronunciation of English words and phrases.



- Display an English entry, for example:



- Touch  or press the  key to listen to the pronunciation of the English headword.
- Change to the *Russian-English dictionary*, e.g. by making a reverse translation.



- Touch  or press the  key to listen to the pronunciation of all English translations. You also can listen to any selected English words or phrases.

TTS is able to generate pronunciation of any English text, not limited to dictionary entries. Simply type a word or phrase on the selection screen of the corresponding *Dictionary* and touch  or press the  key to listen to its pronunciation.

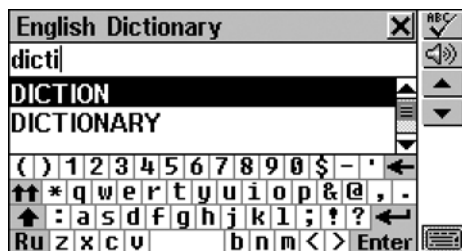
- ♦ **Note:** In the *Speech Level* option of the *System Setup* menu (see page 148) you may adjust speech volume, frequency and speed shaping your own pronunciation style. In addition, volume can be conveniently changed “on the fly” using the external switch (see *General View*, page 6).

## DICTIONARY OF THE ENGLISH LANGUAGE

Partner® v6 includes the advanced English explanatory electronic dictionary.

### **General Dictionary Function**

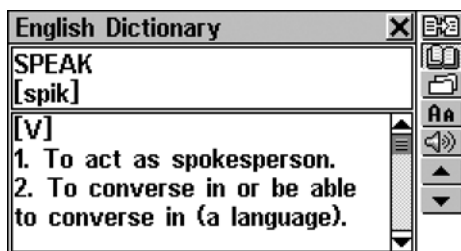
- Select the *English Dictionary* option on the **DICTIONARY** Section.









- ♦ **Note:** Please refer to the *How to use Dictionaries* (see page 23).

### **Pronunciation of Words and Sentences**

- Display an entry, for example:



- Touch  or press the  key to listen to the pronunciation of the headword.
- To listen to the pronunciation of explanation of the headword, select all or any words and touch  or press the  key.

Partner® v6 is able to generate pronunciation of any English text, not limited to dictionary entries. Type a word or phrase on the selection screen of the corresponding *Dictionary* and touch  or press the  key to listen to its pronunciation.

- ♦ **Note:** In the *Speech Level* option of the *System Setup* menu (see page 148) you may adjust speech volume, frequency and speed shaping your own pronunciation style. In addition, volume can be conveniently changed “on the fly” using the external switch at the right-hand edge of the unit (see *General View*, page 6).

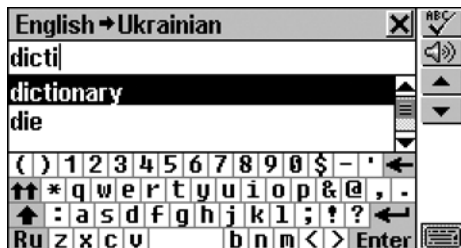
## REFERENCE DICTIONARIES

### *Ukrainian Dictionary*

Partner® v6 contains the concise bi-directional English-Ukrainian electronic dictionary.

## General Dictionary Function





- Select *Reference Dictionaries* on the **DICTIONARY** Section, and then select the *Ukrainian Dictionary* option.



- ◆ **Note:** Specific Ukrainian letters could be only entered from the Russian touchpad when in uppercase mode.
- ◆ **Note:** All functions and keys in the *English-Ukrainian dictionary* work the same way as they do in the *Main Dictionary*. Please refer to the *How to use Dictionaries* and *Main Dictionary* sections to read about *Advanced Word Recognition* (see page 23), *Viewing Entries* (see page 25), *Spell-Checker Vector Ultima™* (see page 28), *Instant Reverse Translation* (see page 29), *Pronunciation of Words and Sentences* (see page 35).

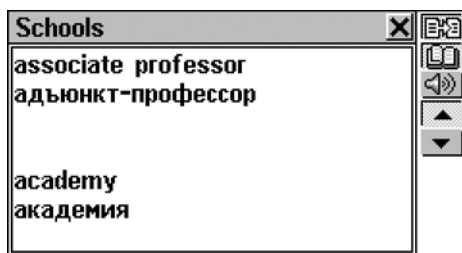
## Vocabulary

The *Vocabulary* features a thematically arranged bilingual dictionary of common terms.

- Select *Reference Dictionaries* on the **DICTIONARY** Section. Select the *Vocabulary* option on the *Reference Dictionary*.
- If you want to display a selection of entries that contain a certain word or expression, touch  and specify text to search for. Then touch  or press ENTER. Use , 

or ▲, ▼ to page up or down to another entry of the selection.

- Otherwise, choose a category (e.g. *Education*) and a subcategory (e.g. *Schools*):



- Use ▼, ▲ or ▼, ▲ to page by two entries.
- To obtain an *Instant Reverse Translation* of any English or Russian word, highlight it and touch to search for a matching *Main Dictionary* entry. Close the *Main Dictionary* window to return to the *Vocabulary*.
- Touch to get an explanation of the highlighted English word or expression (see page 32)
- Touch or press the key to listen to the pronunciation of English words on the screen.

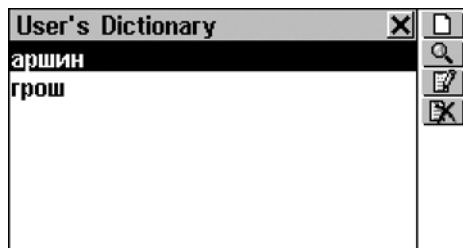
## ***User's Dictionary***

Partner® v6 allows you to create your own vocabulary, which automatically links to the *Main Dictionary*.


- Select the *User's Dictionary* option on the *Reference Dictionary*.

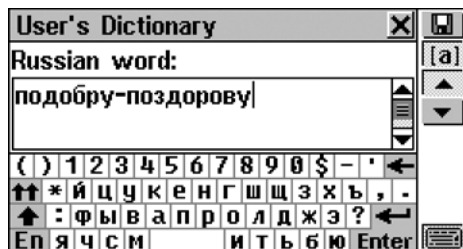



- Select one of the options, e.g. the *Russian-English User's Dictionary*. A list of existing records will be displayed.



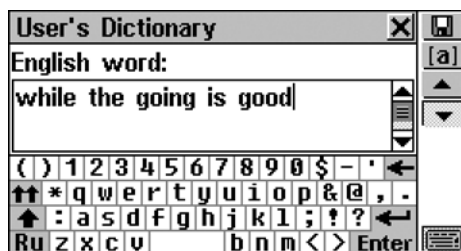
### Creating a Record


- To open a new record template, touch  on the *Toolbar*.
- Type in a Russian word or expression. For example:

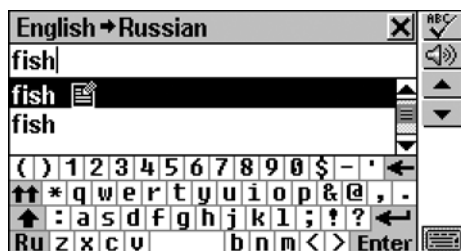


- Touch  or press ▼ to go to the translation page. Enter an English translation. Afterwards, do not press ENTER. ENTER is used here to move the cursor to the next line.





- Select [a] from the *Toolbar* at the right. A part of speech selection window pops up. Choose an appropriate abbreviation from the list. The record will be saved and you will be returned to the records list.
- Touch  if you want to save your record without specifying part of speech. The record will be saved and you will be returned to the records list.
- ♦ **Note:** The *User's Dictionary* entries are fully reversible. Any translation of a *Russian-English User's Dictionary* entry automatically becomes a headword in the *English-Russian User's Dictionary*, and vice versa. This also means that deleting one of them you will automatically delete the other.
- ♦ **Note:** The *User's Dictionary* entries are also accessible from the *Main Dictionary*. They are marked with a special icon:

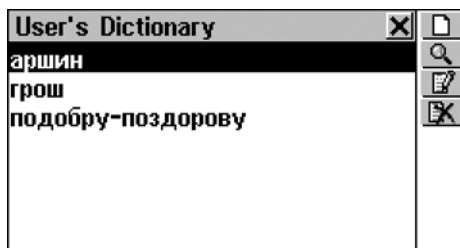










## Finding a Record

There are three ways to find a record:

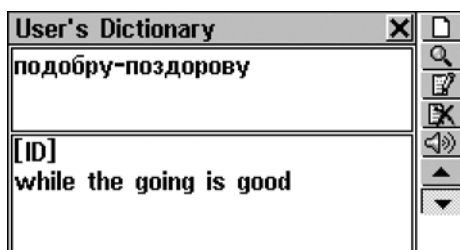
### Select From The List








- Open a *User's Dictionary*. A list of existing headwords will be displayed, for example:




- On the records list, use
  - ,  to move the highlight bar
  - ,  to page up and down
  -  to open a new record template
  -  to make a contents search
  -  to open the highlighted record for editing
  -  to delete the highlighted record
- Select an entry by touching it with the stylus or moving the highlight bar to it and pressing ENTER.

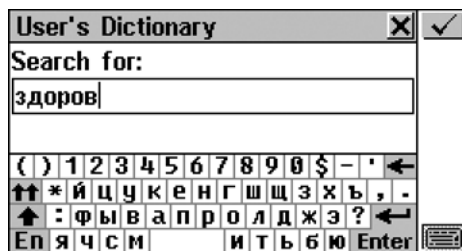
The selected record opens in the viewing mode.




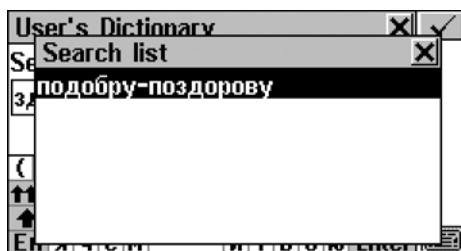
- In the viewing mode, use
  -  to open a new record template
  -  to make a contents search
  -  to open the displayed record for editing
  -  to delete the displayed record
  - /▼ and /▲ to go to the alphabetically next or previous record, respectively
  -  to listen to the English part of the record's contents.

### Contents Search

- Open a *User's Dictionary* to display either a records list or any record in the viewing mode.
- Select the  button on the *Toolbar*.
- Type in any Russian or English word (or a word's part) that is contained in the record(s) you are looking for.



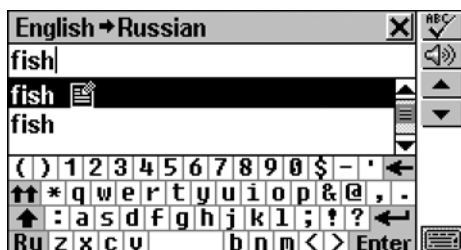
- Touch  or press ENTER to display the search results, if any.



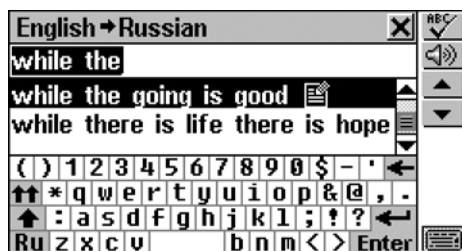
- Select the desired entry to open it in the viewing mode.

#### *Access Through the Main Dictionary*

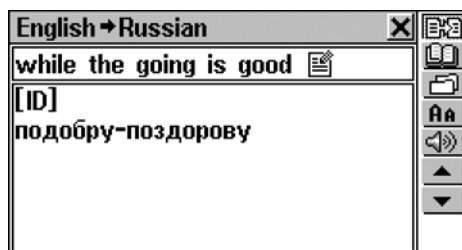
- Open the *Main Dictionary* and select the translation direction compatible with the headword language you want to use for search.
- ♦ **Note:** Your *User's Dictionary* headwords, if coinciding in spelling, will be displayed in *Advanced Search Area* before those of the *Main Dictionary*.




- Start entering a headword.
- ♦ **Note:** Maximum headword length is 25 characters.





- Press ENTER to display the entry in the *Main Dictionary* format.




- ♦ **Note:** You can save your *User's Dictionary* entry on a *Learner's Card* from this format by touching  and choosing a set.



## Editing a Record

- Open a *User's Dictionary* on the records list.
- Highlight the corresponding line in the list, or open a record in the viewing mode.
- Select  on the *Toolbar* to open the record in the editing mode, and make desired modifications.
- Touch  to save the changes.

## Deleting a Record


- Open a *User's Dictionary* on the records list.
- Highlight the corresponding line in the list, or open a record in the viewing mode.
- Select  on the *Toolbar*.
- Confirm your intention to delete the record.
- ♦ **Note:** If you previously saved your *User's Dictionary* entries on the *Learner's Cards* (this procedure is carried out via *Main Dictionary*), you will lose your *Learner's Cards*, too.

## Listening to a Record's Contents

- Open a record in the viewing mode or through the *Main Dictionary*.
- Touch  or press the  key to listen to the English part of the record's contents.


## Downloading Additional Dictionaries

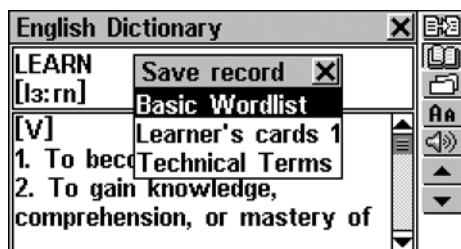
Partner® v6 provides additional dictionaries for downloading from a personal computer to *User's Dictionary*. Please refer to page 131 of this Manual and visit Ectaco's Web site at [www.ectaco.com](http://www.ectaco.com) for more information.

- ♦ **Note:** The more words the *User's Dictionary* contains, the more time it takes to initialize the *Main Dictionary*, since both dictionaries are interlinked. During the initialization process you will see the  icon.

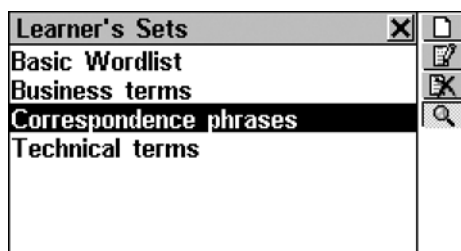
## Learner's Cards

The *Learner's Cards* section provides you with a convenient personalized storage for selected Dictionaries' entries that can help you memorize foreign words and their meanings more effectively.




An entry is saved in the appropriate *Learner's Set* when you selected  and specified one of the available sets.






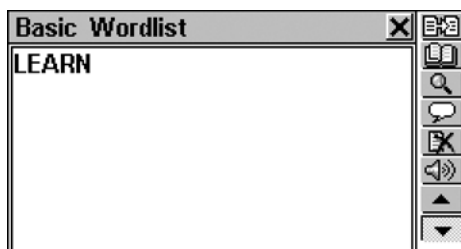
- Select the *Learner's Cards* option on the *Reference Dictionaries*. The list of the available *Learner's Sets* will be displayed. Only one set – *Learner's cards 1* – is available by default. You can use up to ten *Learner's Sets* including the initial one.














On the menu use:

- ,  to move the highlight bar
- ENTER to open the highlighted set
-  to create a new set



-  to change the name of the highlighted set
-  to delete the highlighted set
-  to make a headword search in the highlighted set.
- Open a list by touching the corresponding line or by moving the highlight bar to it and pressing ENTER. The first entry of the alphabetically sorted list will be displayed.



Use buttons/keys:

-  ,  to highlight any word or expression in the translation or explanation of the given headword
-  to get explanation of the English headword or of the highlighted English word or expression (see page 32)
-  to translate the headword or the highlighted word or expression into another language
-  to make a headword search in the current set
-  to show/hide translations or explanations of the selected word
-  to delete the displayed record
-  /  or  /  to move to the next or previous record, respectively

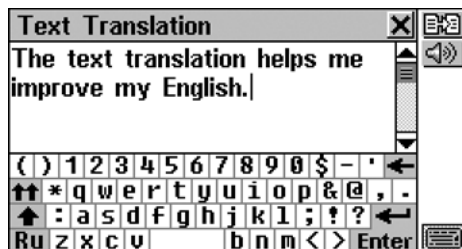





-  and  to listen to the English part of the displayed record.

## TEXT TRANSLATION

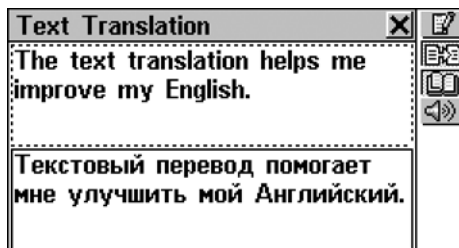
Your Partner® v6 features a highly efficient text-translating program Socrates™.






- Select the *Text Translation* option on the DICTIONARY Section.
- To input an English or Russian text for translation
  - paste (SHIFT+PASTE) a text previously copied (SHIFT+COPY) from another section, e.g. an e-mail message, or
  - type in text directly using the keyboard or the touchpad, for example:



- ♦ **Note:** Text for translation can contain not more than 1,000 characters.
- To listen to an English text on the screen, touch  or press the  key.
- Touch  to automatically translate the text.

- **Note:** The ENTER key is used to insert a line break manually.



- Select the active box (indicated by a dotted frame) by touching it or by pressing the ↓, ↑ keys.
- To obtain an *Instant Reverse Translation* of any English or Russian word (in its basic form) in the active box, highlight it and touch  to search for a matching *Main Dictionary* entry (see page 29). Close the *Main Dictionary* window to return to the *Text Translation*.
- Touch  to get explanation of the highlighted English word or expression (see page 32)
- Touch  or press the  key to listen to English text displayed in the active box.
- Press SHIFT+COPY to copy all text from the active box.
- Touch  or close the translation window to return to the input screen. You may edit the old text or press SHIFT+ESC to clear the screen and enter a new text.

## TOURIST PHRASEBOOK

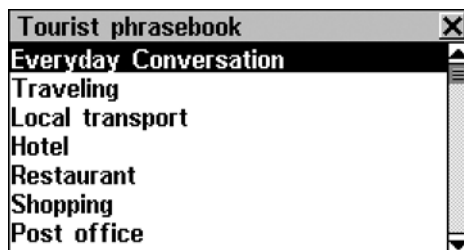
This feature of Partner® v6 substitutes for a Russian/English interpreter in standard situations such as


registering at a hotel, shopping, visiting bank etc. You simply choose the appropriate phrase from the book or say it in Russian and Partner® v6 will pronounce it for you in English.

For easy reference the phrases are arranged by topics:

<i>Everyday Conversation</i>	<i>Shopping</i>
<i>Traveling</i>	<i>Post office</i>
<i>Local transport</i>	<i>Bank</i>
<i>Hotel</i>	<i>Sightseeing</i>
<i>Restaurant</i>	<i>Health</i>

- Select the *Tourist Phrasebook* option on the **DICTIONARY** Section. You will see the list of topics displayed in the Russian or English language depending on the *Interface Language* setting:








- Select a topic and a desired phrase.
- Touch .
- Come close to the built-in microphone to a distance of 3 – 6 inches (8 – 15 cm) and say a phrase in Russian.
- The phrase you said would be recorded, automatically recognized and compared to the model pronunciation. After that the phrase will be highlighted and pronounced in English.



If the phrase is unsuccessfully recognized, or does not enter into the list of phrases, or is evaluated as unsatisfactory, the *Please try again* message will be displayed.

- ◆ **Note:** The quality of speech recognition strongly depends on the level of external noise.

Use buttons/keys:

- ↓, ↑ to move the highlight bar
- ▲, ▼ to page up and down
-  to make a voice input of the Russian phrase
-  to display a tip
-  or  to hear the pronunciation of the selected phrase in English
-  to set microphone level

## ACCENT CORRECTION

The *Accent Correction* is an excellent tool that helps you improve your English articulation skills.

The section contains over 1,100 commonly used phrases, each having 2-3 English translations.

For easy reference they are divided into 12 conversational topics:

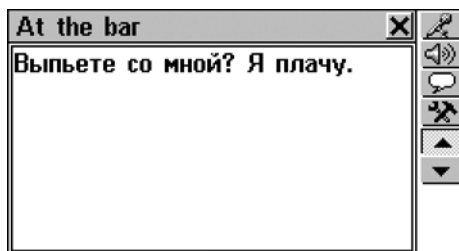
<i>Everyday conversation</i>	<i>Communication</i>
<i>Traveling</i>	<i>At the bank</i>
<i>Hotel</i>	<i>Transport</i>
<i>In the restaurant</i>	<i>Health</i>
<i>Shopping</i>	<i>Beauty care</i>
<i>Sightseeing</i>	<i>Calling for police</i>


Each topic contains a number of sections.

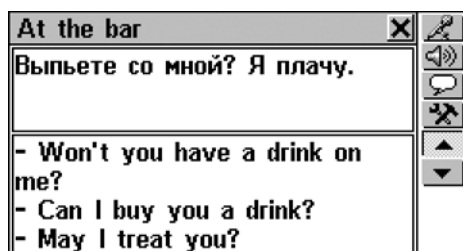
Phonetic exercises make the basis for improving your pronunciation, thus making it closer to the sample pronunciation of the American-speaking person. Sample phrases are recorded by the American speaker, processed and stored in the memory of your Partner® v6.





The phrases you pronounce are entered via the built-in microphone, processed, and then compared to the sample. On the comparison stage, a unique speech recognition technology is used to determine which phrase was spoken. On the basis of this comparison the degree of your pronunciation closeness to the model is assessed.

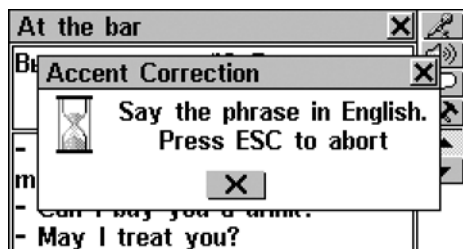
- Select the *Accent Correction* option on the **DICTIONARY** Section.
- Choose a topic (e.g. *In the restaurant*) and a section (e.g. *At the bar*):



- Translate a sentence into English by yourself.
  - If you cannot confidently translate a phrase in English, touch  on the *Tool Panel* to view available translations.

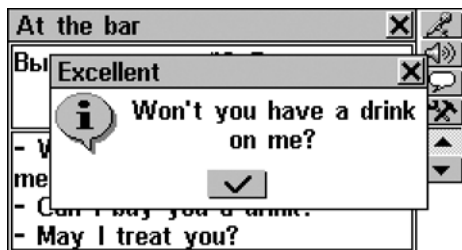


- Touch  or press the  key to listen to the pronunciation of the English sentences.
  - To turn off the prompt mode, touch  on the *Tool Panel* one more time.
- Touch .
- Come close to the built-in microphone to a distance of 3 – 6 inches (8 – 15 cm) and say one of the possible variants of translation in English.



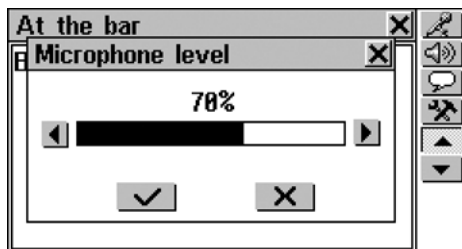
- ♦ **Note:** The long absence of an answer (more than 4 – 6 seconds) means that it is necessary to repeat the phrase louder or to lower extraneous noises.

The phrase you said would be recorded, automatically recognized and compared to the model pronunciation. The results of the comparison are given as *Excellent*, *Good* or *Poor*.



If the phrase is unsuccessfully recognized, or is not in the list, or is evaluated as unsatisfactory, the appropriate message will be displayed. At the same time, Partner® v6 will pronounce the first variant of the offered translation in English.

- ◆ **Note:** The quality of voice recognition strongly depends on the level of external noise. Try to ensure silence in the room where you practice pronunciation.
- Use , or , to move between phrases within a section.
- If necessary, increase the level of amplification of the microphone by pressing the button.



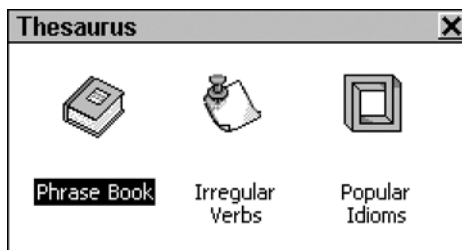
For successful practice it is necessary to take into account the following recommendations:

1. Ensure silence at the time of use.
2. Choose the optimum distance from the built-in microphone within a range of 3 – 6 inches (8 – 15 cm), in view of your habitual loudness of pronunciation.
3. Do not say extraneous words or phrases into the microphone.
4. Try to say phrases distinctly and plainly yet not in syllables.
5. Avoid carelessness in pronunciation (smacking of lips, loudly inhaling or exhaling, mumbling, interruptions, repetitions, etc.).

## THESAURUS

The *Thesaurus* is a convenient on-hand translation aid when dealing with lexical, grammatical, and idiomatic aspects of the English language.

- Select the *Thesaurus* option on the DICTIONARY Section. The *Thesaurus* is shown.





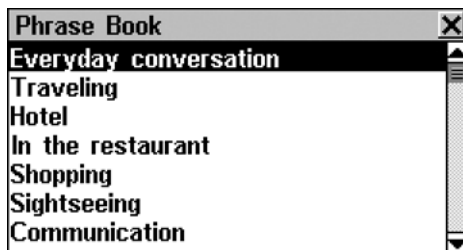
## Phrase Book

There are over 1,100 phrases in seven languages stored in the Partner's memory. For easy reference they are divided into 12 conversational topics:

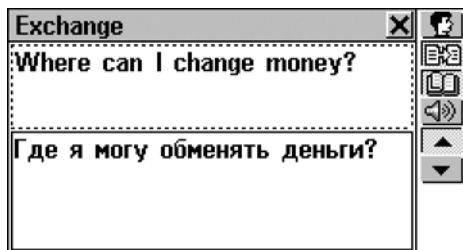
<i>Everyday conversation</i>	<i>Communication</i>
<i>Traveling</i>	<i>At the Bank</i>
<i>Hotel</i>	<i>Transport</i>
<i>In the restaurant</i>	<i>Health</i>
<i>Shopping</i>	<i>Beauty Care</i>
<i>Sightseeing</i>	<i>Calling for Police</i>


Each topic contains a number of sections.

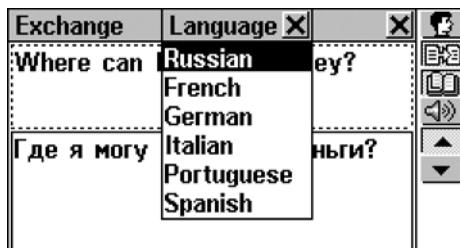
- Select the *Phrase Book* option on the *Thesaurus*.













- Chose a topic (e.g. *At the bank*) and a section (e.g. *Exchange*):



- To change the translation language in the bottom box, touch .

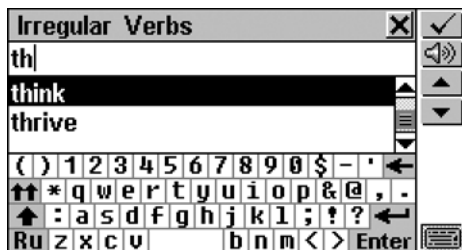


- Select a language from the menu. Your selection will remain valid until you are in the *Phrase Book*.
- Use ,  or ,  to move between phrases within a section.
- Touch  or press the  key to listen to the pronunciation of the English sentence.
- To obtain an *Instant Reverse Translation* of any English or Russian word or expression (in its basic form), highlight it and touch  to search for a matching *Main Dictionary* entry (see page 29). Close the *Main Dictionary* window to return to the *Phrase Book*.
- Touch  to get explanation of the highlighted English word or expression (see page 32).
- ♦ **Note:** To highlight a word using the keyboard, first choose the active box (indicated by a dotted frame) with the ,  keys.

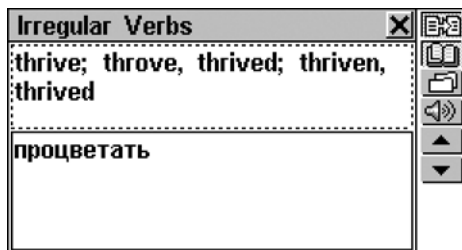
## Irregular Verbs

All commonly used English irregular verbs are stored in the alphabetical order in the Partner's *Irregular Verbs*.




- Select the *Irregular Verbs* option on the *Thesaurus* to open the verb selection screen.
- Find the verb you need by typing and/or scrolling the list.



- To see the verb's basic forms and its Russian translations, touch the corresponding line in the list, or make sure the line is highlighted (press ↓ if necessary) and touch ✓ or press ENTER.



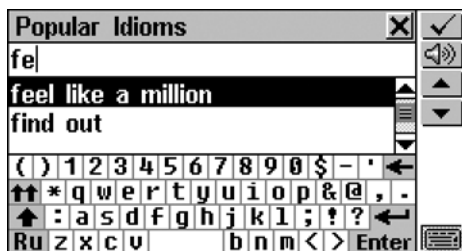
- Use ▼, ▲ or ◆ to move between verbs.
- To obtain an *Instant Reverse Translation* of any English or Russian word (in its basic form) or expression, highlight it and touch B+D to search for a matching *Main Dictionary* entry (see page 29). Close the *Main Dictionary* window to return to the *Irregular Verbs*.
- Touch B to get explanation of the highlighted English word or expression (see page 32).



- Touch  to save an entry on the *Learner's Card* (see page 47).
- Touch  or press the  key to listen to the pronunciation of an English verb and its basic forms.

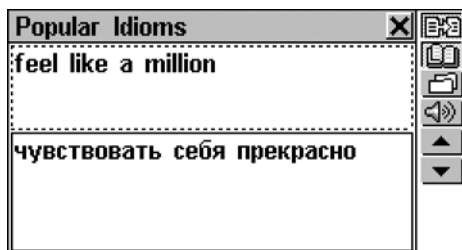
## Popular Idioms









Over 200 widely used American idioms and their Russian equivalents or translations are included in the Partner's *Popular Idioms* directory. The idioms are listed in the alphabetical order.

- Select the *Popular Idioms* option on the *Thesaurus*.
- Search idioms by typing and/or scrolling the list.



- To display an idiom, touch the corresponding line in the list, or make sure the line is highlighted (press  if necessary) and touch  or press ENTER.



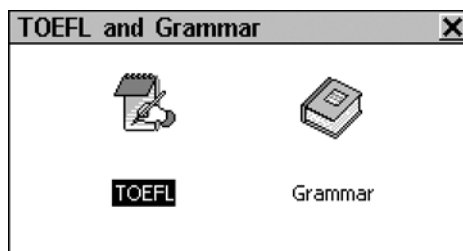
- Use ,  or  to move between idioms.
- To obtain an *Instant Reverse Translation* of any English or Russian word (in its basic form) or expression, highlight it and touch  to search for a matching *Main Dictionary* entry (see page 29). Close the *Main Dictionary* window to return to the *Popular Idioms*.
- Touch  to get explanation of the highlighted English word or expression (see page 32).
- Touch  to save an entry on the *Learner's Card* (see page 47).
- Touch  or press the  key to listen to the pronunciation of an English idiom.

## TOEFL AND GRAMMAR

Partner® v6 contains a practical preparation guide for the *Test of English as a Foreign Language* (TOEFL), which is required of non-native English speakers as a part of the admission procedure to an American college. This section offers you a unique opportunity to practice the computerized test version, as it is likely to be presented to you at a real examination.

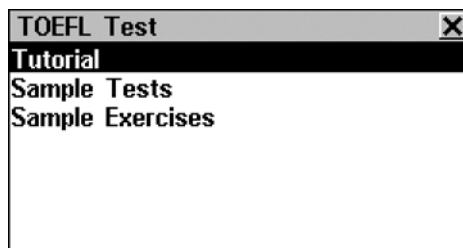
Another useful function of Partner® v6 is the *English Grammar for non-English Speakers*.

- Select the *TOEFL & Grammar* option on the *DICTIONARY* Section. The *TOEFL & Grammar* selection is shown.



## TOEFL

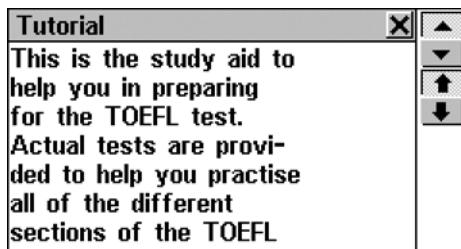
- Select the *TOEFL* option on the *TOEFL & Grammar* Menu to access the *TOEFL* submenu.










## Tutorial

The *Tutorial* provides you with general information about the requirements, structure, and duration of a TOEFL test. The *Tutorial* text is available in English.

- Select the *Tutorial* option.



- Read the *Tutorial*, using ,  or ,  for scrolling by line, and ,  or  for paging.

After you become acquainted with the *TOEFL* basics set forth in the *Tutorial*, you might feel prepared to practice in answering questions. For your convenience, sample questions are arranged in two sequences, represented by *Sample Tests* and *Sample Exercises*.

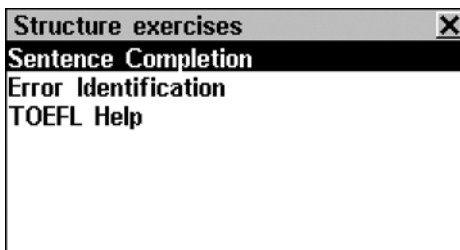
### Sample Tests and Sample Exercises

- Select the *Sample Tests* option on the *TOEFL* menu to open its submenu, which includes four test options.

Each test contains Multiple Choice questions pertaining to all three parts of the TOEFL test in this order: *Listening Comprehension*, *Structure and Grammar*, *Reading Comprehension*.

- Select the *Sample Exercises* option to open its submenu, which includes three options corresponding to the parts of TOEFL.

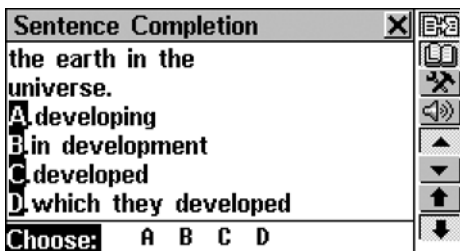
The *Sample Exercises* option allows you to practice each of the three parts of the TOEFL test separately. The main parts are further subdivided into two or three topics comprising questions of the same type. For example, topics of *Structure and Grammar* are *Sentence Completion* and *Error Identification*:



- By selecting the auxiliary *TOEFL Help* option you can obtain detailed directions for the types of exercises included in the current menu.

Regardless of the practice form you have chosen, each sample question is structured as follows:

- Question text (not displayed in the *Listening Comprehension* section\*)
- Four answer versions lettered A, B, C, D, immediately following the question text
- Answer selection bar is at the bottom of the screen












Use buttons/keys:

- /↓ and /↑ to scroll the text

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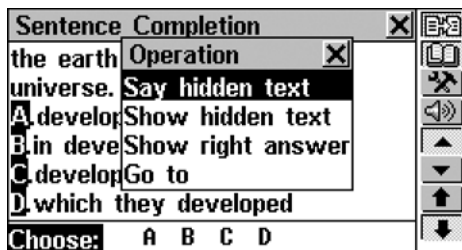
\* The questions of the *Listening Comprehension* section, instead, are *spoken out* for you while only answers are displayed.



-  to highlight words
-  to make a reverse translation of the highlighted word (see page 29)
-  to get explanation of the highlighted English word or expression (see page 32)
-  to pop up an auxiliary menu
- /▼ and /▲ to go to the next/previous question
-  and  to listen to the pronunciation of an English text on the screen
-  to return to the menu.

## Pop-Up Menu

- Touch  to display the pop-up menu.

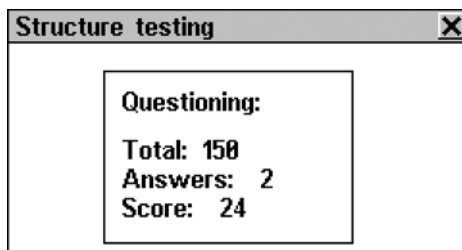


- ♦ **Note:** The *Say hidden text* and *Show hidden text* options only work with questions from the *Listening Comprehension* part, and are disabled elsewhere.
- Select *Say hidden text* to hear a *Listening Comprehension* question text again
- Select *Show hidden text* to display a *Listening Comprehension* question text
- Select *Show right answer* to see the correct answer

- ◆ **Note:** Use *Say hidden text*, *Show hidden text* and *Show right answer* options just to check your answers, since this kind of help will not be available during the real test.
  - To jump to a specific question, select *Go to* and specify a question number

### Selecting an Answer and Viewing the Score

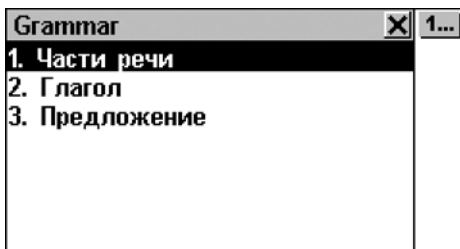
- Select an answer by highlighting the corresponding letter on the bottom bar. You can do it either by direct touching or by moving the blinking highlight to the desired letter with the **←, →** keys.
- To go to the next question, use **▼** or **▼**. In *Sample Exercises* an instant message appears momentarily telling you whether your answer was right or wrong.
- When you back into TOEFL menu, a message box is shown:




*Total* shows the total number of questions in the test or a section of *Sample Exercises*. *Answers* indicate how many questions were correctly answered during the concluded session. The third line shows your score, which is based on a formula used for real TOEFL tests.

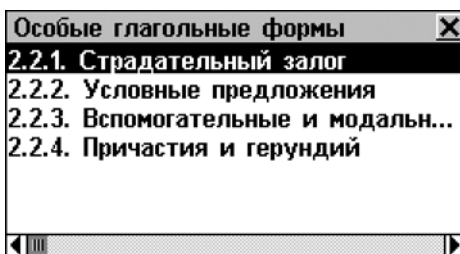
## Grammar


- Select the *Grammar* option on the *TOEFL & Grammar* menu.

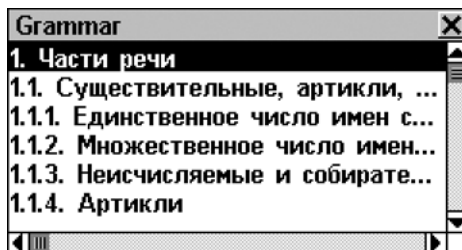


The *Grammar* is structured by way of hierarchically numbered three-level menus that include options referring to traditional grammatical topics. A topic's text is displayed when a third level menu option is selected.

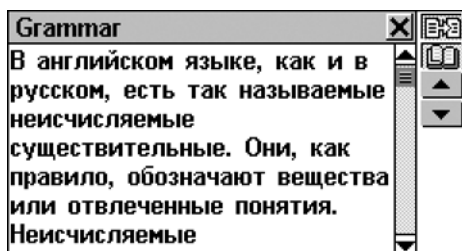
- You can reach a third menu's level in either of the following ways:
  - navigating the levels consecutively by selecting one of the options (touch  or press ESC to return to a previous level)



- by touching  to display a list of all third level options, any of which can be selected directly:



- To display the text, select a third level option.



Use buttons/keys:

- , to scroll the text
- , to highlight words
- / and / to display the beginning of the next/previous topic of the current menu
- to make a reverse translation of the highlighted word (see page 29)
- to get explanation of the highlighted English word or expression (see page 32)
- to return to the menu


# ORGANIZER


The ORGANIZER Section contains a number of versatile applications to help you classify, record and manage various personal or business information.

Sections on the ORGANIZER (except *Calendar*) are designed to hold multiple records, each including one or more pages.

A page can contain three types of data: text, date/time, or graphics. Text can be freely copied and pasted (highlight -> SHIFT+COPY -> SHIFT+PASTE) among compatible pages of the Organizer applications, as well as other editable sections like *User's Dictionary*, *Text Translation*, or *E-mail*.




All Personal Organizer records can be protected with a password (see page 152).

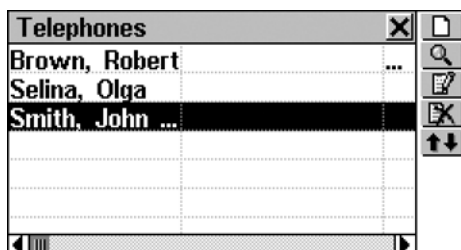
You can have any English text on the screen pronounced by pressing the  key on the keyboard (except the *Appointments* section).

- ◆ **Note:** In all editable sections ENTER is used to insert a manual line break.
- Select the  tab on the MAIN MENU to open the ORGANIZER Section.


## TELEPHONES

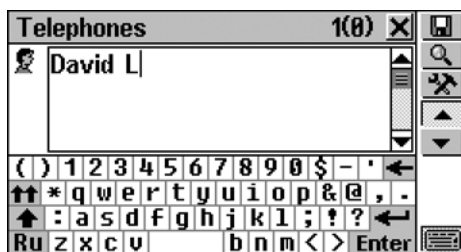
In this section you can store names, telephone and fax numbers, postal and e-mail addresses in the English and Russian languages, as well as search, change, delete records and listen to the English pronunciation of their contents.

- Select the *Telephones* option on the ORGANIZER Section,   
press the  key, or touch the  button on the *Sidebar*.  
You will see a list of existing telephone records sorted by *Names*.



## Creating a Record

- Touch  to open a new record template. Start filling out the first page *Name*.



There is *Page Icon* in the upper left-hand corner. A *Tooltip* with the page name appears when a page is opened or the *Page Icon* is touched.

A *Telephones* record includes the following pages:



*Name*










*Company Name*







*Position*



*Company Telephone Number*

	<i>Home Telephone Number</i>
	<i>Fax Number</i>
	<i>Mobile/Pager Number</i>
	<i>E-mail Address</i>
	<i>Web Address</i>
	<i>Address</i>
	<i>Note</i>

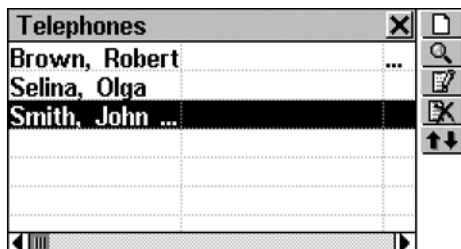
- To open:
  - the next page – touch  or press ▼
  - the previous page – touch  or press ▲
  - a specific page – touch  and choose a page name from the pop-up menu.
- To save a record, touch .
- ♦ **Note:** Do not forget to enter a *Company name* for each person (if applicable), which will facilitate your future searches.


## Finding a Record

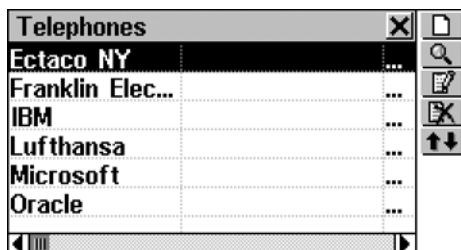
There are three ways to search for records:

### *Select From List*

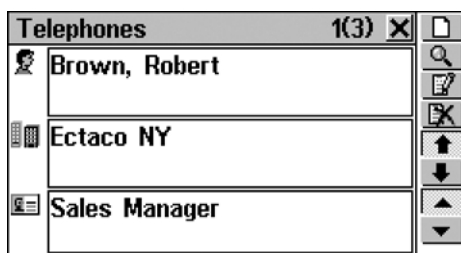
- Open *Telephones* to display an alphabetical list of records represented by *Names*, for example:






If you wish to see your entries sorted by *Companies*, touch :








- View the list and select an entry to open it in the viewing mode.





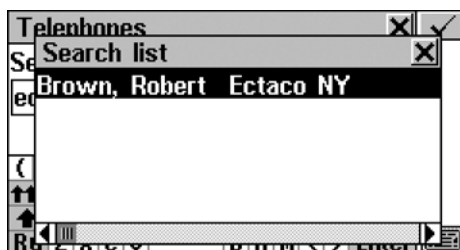
- In the viewing mode, use
  -  to open a new record template
  -  to make a contents search
  -  to open the displayed record for editing



-  to delete the displayed record
- /↓ and /↑ to scroll the pages of the displayed record by two
- /▼ and /▲ to go to the alphabetically next or previous record, respectively.


### Contents Search

- On any screen in the *Telephones*, touch  to display a record search screen.
- Specify any contiguous alphabetic or numeric string that might be found in a record or records. For example, to find all Ectaco records, type *Ect* and touch  or press ENTER.

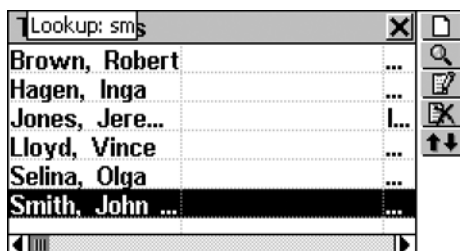


- Select an entry to open the associated record in the viewing mode.
- ♦ **Note:** You can add a business description in the *Note* field when creating or editing a record to allow for effective classified search results in the future.

### Quick Lookup

- Open the *Telephones* section to display an alphabetical list of records represented by *Names* or by *Companies* (use  to switch between those).

- Press one or more alphanumeric key(s) on the keyboard to jump to an entry that starts with the corresponding character(s):




- ◆ **Note:** *Quick Lookup* is only used for searching within alphabetical lists of records sorted by *Names* or by *Companies*.
- To open the selection, press ENTER or touch the highlighted area with stylus. To reject lookup or delete extra characters in the lookup box, press the backspace key.
- ◆ **Note:** Keep in mind that working with more than 500 records will seriously slow down the data processing speed. The ⌚ icon indicates that the corresponding data-handling procedure has not been completed.

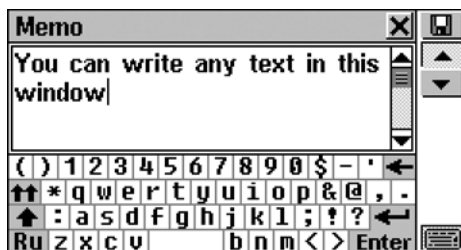
## MEMO

The *Memo* section of your Partner® v6 provides you with a handy storage for all kinds of memoranda, notes, and messages, which you can record in English and Russian, edit, search or delete. You can also listen to the pronunciation of their English contents.

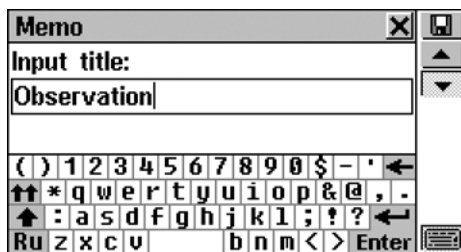
- Select the *Memo* option on the ORGANIZER Section. A *Memo* records list is displayed.




## Creating a Record

- Touch  to open a new record template. Enter text of your memo.



- Use  or  to open the *Title Input* page. Type a title for your memo, which will appear on the *Memo* list.



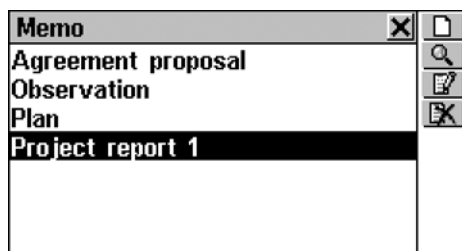
- To return to the main page, touch  or press .
- To save a record, touch .
- ♦ **Note:** The record text cannot exceed 32KB.







## Finding a Record

There are two ways to search for records:

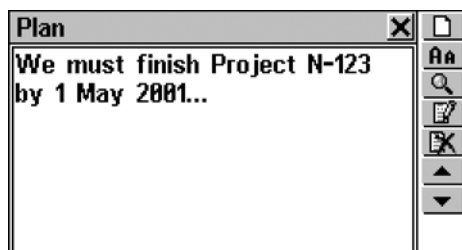
### *Select From List*




- Open the *Memo* section to display an alphabetical list of records represented by *Memo Titles*.







- On the records list, use
  -   to move the highlight bar
  -  to open a new record template
  -  to make a contents search
  -  to open the highlighted record for editing
  -  to delete the highlighted record.
- Select an entry by touching or moving the highlight bar to it and pressing ENTER.



The selected record opens in the viewing mode.



- In the viewing mode, use
  -  to open a new record template
  -  to reduce/ enlarge the font size in the view window
  -  to make a contents search


-  to open the displayed record for editing
-  to delete the displayed record
- /▼ and /▲ to go to the alphabetically next or previous record, respectively (current record name is shown in the screen header)

### *Search Text*


- On the *Memo* list or in the viewing mode, select  to display a record search screen.
- Specify any contiguous string that might be found in a record or records, and touch  or press ENTER to see results on a *Search List*.
- Select an entry to open the associated record in the viewing mode.

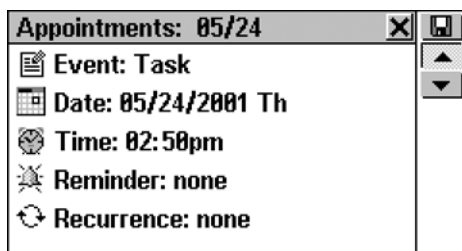
## APPOINTMENTS

You may effectively manage your time by using the *Appointments* section of your Partner® v6. You may enter records in English or Russian, as well as edit, search and delete them.

- Select the *Appointments* option on the ORGANIZER to display a list of *Appointments* entries specified for the current date (default). If necessary, touch  to see all your *Appointments*.

### **Creating a Record**

- Touch  to open a new record template.



- ◆ **Note:** A new *Appointments* record can also be opened from *Calendar* (see page 84).

The first page of an *Appointments* record includes information on *Event*, *Date*, *Time*, audible *Reminder* and *Recurrence* settings, which can be changed via setup dialog boxes.

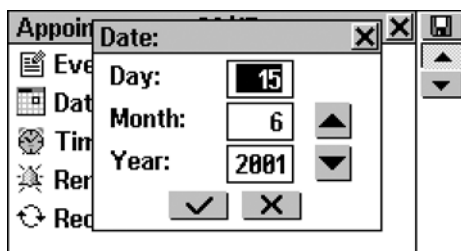
#### *Event*





- To choose between *Task*, *Call*, *Meeting* or *Anniversary Date*, touch the caption or the icon on the left.
- ◆ **Note:** Caption *Task* defaults for a new record.

#### *Date*

The current date (set in *Local Time*, see page 112) in the format selected in *System Setup* (see page 151) defaults for a new record.

- To display the *Date* setup dialog box:
  - touch the date value, or
  - touch the date icon.

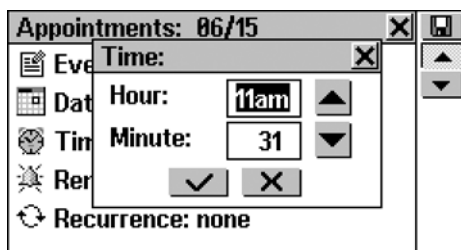




- Set the desired *Day*, *Month* and *Year* of an event by touching   or pressing numerical keys. Day-of-week indication will be automatically displayed along with the date value.
- Either confirm or cancel your choice by touching  or , respectively.



### *Time*

The current time defaults for settings in a new record.

- To display the *Time* setup dialog box:
  - touch the time value, or
  - touch the time icon.




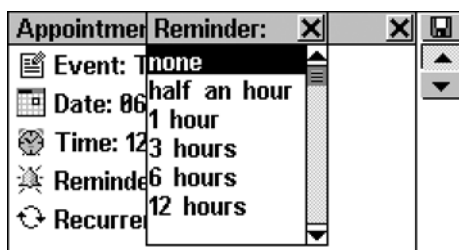
- Set the desired *Hour* and *Minute* by touching   or pressing numerical keys.

- Either confirm or cancel your choice by touching  or , respectively.

### *Reminder*

*Reminder* specifies the time period until the *Time* when a reminder alarm will be issued (see page 84). *Reminder* can also be turned off.

- To display the *Reminder* setup box:
  - touch the *Reminder* value (*None* setting defaults for a new record), or
  - touch the *Reminder* icon .



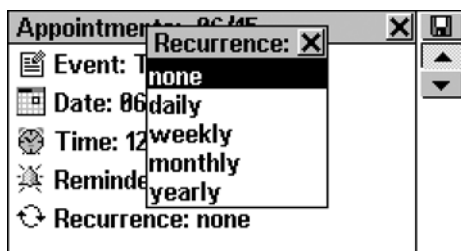
- Choose one of the available options.
- ♦ **Note:** If *Reminder* time is set greater than actual time remaining, a warning message will be displayed.

### *Recurrence*

If you need your *Reminder* operate on a recurrent basis you should select one of the recurrence intervals among daily, weekly, monthly, or yearly. *None* is the default setting for a new record.




- Touch the *Recurrence* icon or its value and choose one of the options on a setup box:





- ◆ **Note:** With *Appointments* record drawn at the turn of the month and *Monthly* recurrence interval set, the *Reminder* alarm will be issued on the month's last day, if that month counts less days than the one when the setting was initiated.
- ◆ **Note:** Recurrence interval setting does not mean a record will be duplicated on *Appointment* and *Calendar*. For example, if you created a record dated Dec-01, 2001 and set recurrence interval *daily*, this record will not appear on Dec-02, Dec-03 etc. lists. Instead, the *Reminder* will sound at the set time and the initial record of Dec-01, 2001 will be displayed.
- ◆ **Note:** If one-time and recurrent events coincide with each other on the same date and at the same time, then *Reminder* will only display the one-time event since it has higher priority.

\* \* \*

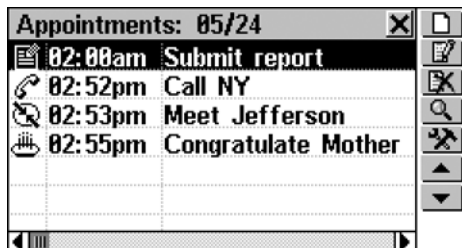
- Touch  or press ▼ to open the next page.
- Type in *Description* contents. To return to the previous page, touch  or press ▲.
- To save a record, touch .

## Finding a Record

There are three ways to search for records:

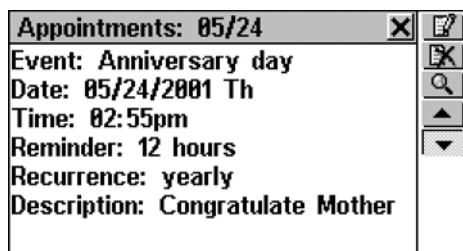
### Select From List

- Open the *Appointments* section to display a records list for the current date ordered by the *Time*.



- On the records list, use
  - , to move the highlight bar
  - to open a new record template
  - to open the highlighted record for editing
  - to make a contents search
  - to delete the highlighted record
  - to switch between viewing *all* and *current date* records
  - / and / to go to the next or previous date list.
- Select an entry by touching or moving the highlight bar to it and pressing ENTER.

The selected record opens in the viewing mode.



In the viewing mode, use

- to open the displayed record for editing
- to delete the displayed record
- to make a contents search
- /▼ and /▲ to go to the chronologically next or previous record, respectively.

### *Search Text*

- Select to display a record search screen.
- Specify any contiguous string that might be found on the contents page of an *Appointments* record or records, and touch or press ENTER to see results on a *Search List*.
- Select an entry to open the associated record in the viewing mode.

### *Search through Calendar*

- Select *Calendar* on the ORGANIZER. Find and highlight a date for which *Appointments* records exist (these dates will appear framed).
- Select a framed date (touch it or highlight and press ENTER) to open the *Appointments* list referring to that date.

## Schedule Alarm and Reminder

The *Schedule Alarm* can be turned on or off in the *System Setup* section (see page 150). This setting affects the entire *Appointments* section: if turned on, which is the default, the *Alarm* sounds on the *Date* and at the *Time* of any *Appointments* record, producing an audible beep.

The *Reminder* time is adjusted separately for every individual record (see page 80).

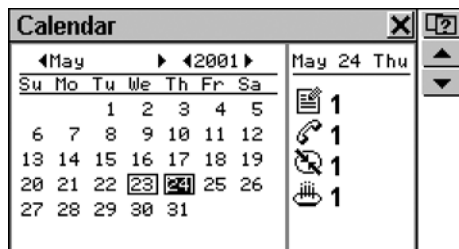
- Press any key or touch the screen to interrupt a *Schedule Alarm* or a *Reminder* beep (otherwise, the beep will continue for 30 seconds). The corresponding *Appointments* record will be displayed in the viewing mode.




You can change the record, for example, set the *Reminder* for a later time. Closing *Appointments* will bring you back to where you were before the alarm went off.

## CALENDAR

This section provides you with a convenient *Calendar* for 1900-2099. It also allows you to make new or select existing *Appointment's* records.

- Select *Calendar* on the ORGANIZER to open the *Calendar* on the current month with the current date highlighted.



- Page by month using /▲ and /▼ or touching arrow buttons ◀, ▶ at the month name on the screen.
- Page by year touching arrow buttons ◀, ▶ at the year indicator on the screen.
- Highlight a date by touching it or by moving the highlight bar with the ◀, ▲, ▶, ▼ keys.
- Touch  to jump to a specific date via the dialog box.
- ♦ **Note:** Dates of existing *Appointments* records appear framed.

Current date, icons showing event types and number of events planned for this date in the *Appointments* section are displayed in the right part of the screen.


- To open an existing *Appointments* record:
  - select a framed date (touch it twice or highlight it and press ENTER) to open the *Appointments* list referring to that date
  - select a desired record on the list by touching the appropriate line.

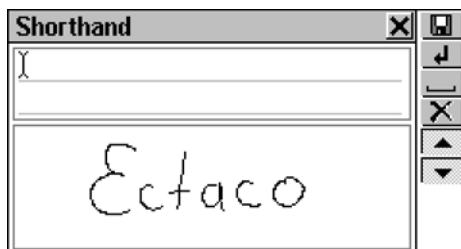
## SHORTHAND



The *Shorthand* section of your Partner® v6 is especially helpful when you need to quickly jot down a few phrases or a telephone number. What makes this section stand out is that it lets you write in the traditional way, using your stylus like a pen.

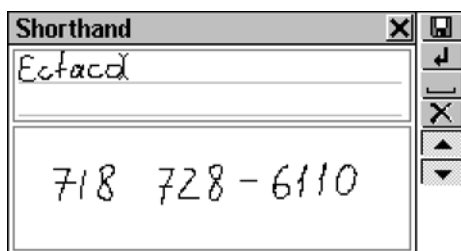
- Select the *Shorthand* option on the ORGANIZER. A list of existing records appears.









## Creating a Record




- Touch  to open a new record template.
- Start writing with the stylus in the lower box, trying to use large-size letters to assure readability. The optimal input **block** is 1-5 symbols in length. For example:



- To clear the input box for the next word, touch  or press ENTER. The drawn symbols will be adjusted in size and placed as one block at the cursor position (gray vertical line) in the upper box.
- Continue writing, breaking up long words in manageable pieces. Touch  or press SPACE to insert a delimiting space at the end of a block.







- To edit input in the upper box:
  - Move the cursor by touching a block or with the , , ,  keys (use / and / to scroll lines)

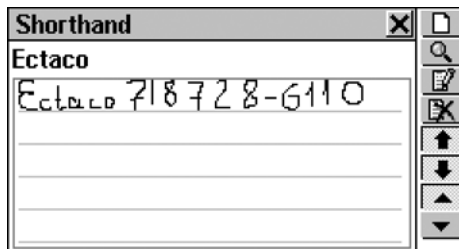
- Delete a block to the right of the cursor by touching  or pressing SHIFT+←, to the left - by pressing Backspace.
- When finished and ready to save, touch  and specify a filename.
- Touch  or press ENTER to save the record.









## Finding a Record

There are two ways to search for records:



### *Select From List*

- Open the *Shorthand* section to display a list of existing records.
- Use buttons/keys:
  - ↓, ↑ to move the highlight bar
  -  to open a new record template
  -  to make a filename search
  -  to open the highlighted record for editing
  -  to delete the highlighted record.
- Select an entry by touching or moving the highlight bar to it and pressing ENTER.



- In the viewing mode, use
  -  to open a new record template
  -  to make a filename search
  -  to open the displayed record for editing
  -  to delete the displayed record
  - ,  or ↓, ↑ to scroll the record
  - /▼ and /▲ to go to the alphabetically next or previous record, respectively.

### *Find Filename*

- On the filename list or in the viewing mode, select  to display a search screen.
- Specify any contiguous string that might be part of a filename, and touch  or press ENTER to see results on a *Search List*.
- Select an entry to open the associated record in the viewing mode.


## DRAWING BOARD

You can create simple drawings and outline images on the *Drawing Board* of your Partner® v6.

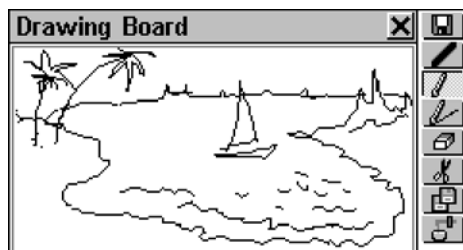
- Select the *Drawing Board* option on the ORGANIZER. A list of existing drawing filenames appears.












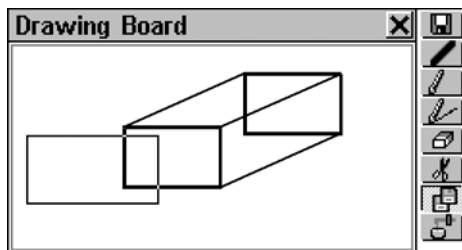
## Creating a Drawing

- Touch  to open a new drawing template.
- Start creating a free-hand drawing with the stylus.

The default settings are: *Thin line*, *Free draw*.




- To draw using a *Thick line*, touch . The button changes to . Touch it to restore the *Thin line*.
- To be able to draw a *Straight line*, touch . Touch  to return to the *Free draw*.
- To use the stylus as an eraser, touch . Touch  or  to resume drawing.
- To copy or cut a rectangular drawing fragment:
  - touch  (*Copy*) or  (*Cut*), respectively
  - touch the drawing board next to the fragment you want to copy and drag the stylus so that the fragment is included within a frame





- take the stylus off the screen.

A framed drawing fragment is copied to the clipboard. The frame (and its content, if the cut option was used) disappears.

- To paste the clipboard contents into the drawing:
  - touch  (*Paste*)
  - touch the drawing board to display a frame with the clipboard content, then position it properly by dragging it at the upper-left corner
  - take the stylus off the screen.







A drawing fragment previously copied or cut to the clipboard will be pasted into the drawing. The frame disappears.

- When finished and ready to save, touch  and specify a filename.
- Touch  or press ENTER to save the record.







## Finding a Drawing



There are two ways to search for saved drawings:

### *Select From List*

- Open the *Drawing Board* section to display a list of existing filenames.
- Use buttons/keys:
  -  ,  to move the highlight bar
  -  to open a new record template
  -  to make a filename search
  -  to open the highlighted record for editing
  -  to delete the highlighted record.
- Select an entry by touching or moving the highlight bar to it and pressing ENTER.

### *Find Filename*

- On the filename list or in the viewing mode, select  to display a search screen.
- Specify any contiguous string that might be a part of a filename, and touch  or press ENTER to see results on a *Search List*.
- Select an entry to open the associated drawing in the viewing mode.
- In the viewing mode, use
  -  to open a new drawing template
  -  to make a filename search
  -  to open the displayed drawing for editing
  -  to delete the displayed drawing

- /▼ and /▲ to go to the alphabetically next or previous drawing filename, respectively.

## VOICE MEMO

Your Partner® v6 can be readily used as an effective and easy-to-handle voice-recording device. It allows saving up to 12 minutes of voice memos.

See *General View*, page 6, for location of the recording button and slide<sup>5</sup>, the playback button, and the microphone.

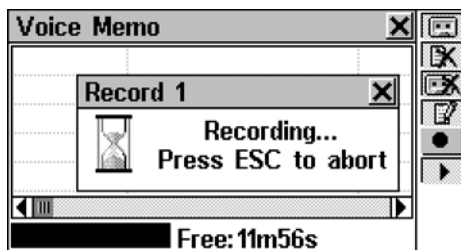
- Select the *Voice Memo* option on the ORGANIZER. A list of existing records arranged in chronological order appears.

### Creating and Storing a Record

There are three ways to create and store a voice record.

#### *From Voice Memo Section*



- Touch  or press the REC key in the upper-right corner of the keyboard to start recording.



- Press any key or touch the screen to stop recording.

---

<sup>5</sup> To use the slide you should first switch the unit off.

- Enter a filename for your *Voice Memo* up to 8 characters in length.
- Touch  or press ENTER to return to the *Memo* list. If no filename was specified, the record will be given the default *noname*.
- To change a filename, highlight it and touch .

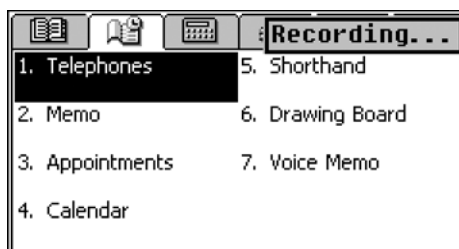
### *Using Record Slide*

- When the unit is turned off and folded, pull and hold the REC slide on the case's spine (see page 6).
- Release the slide to stop recording. The record will be given the default name *noname*, which you can change in the *Voice Memo* section.

### *Quick Recording and Playback*

Approximately 20 seconds playtime is conveniently reserved for a quick recording and playback, and there is no need to formally store or delete the record. A record made this way stays in memory until it is replaced by another one.

- In any section, except *Voice Memo*, press the REC key. The *Recording* message appears in the upper right-hand corner of the screen.

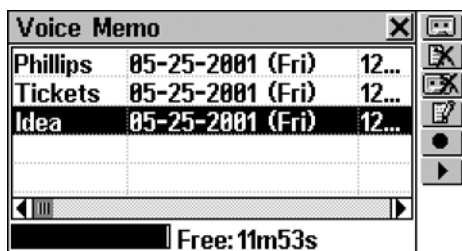




- Press any key or touch the screen to stop recording.

- To play the record back, press the PLAY key. During playback the *Playing* message is being shown in the upper right-hand corner of the screen. Press any key to interrupt.


## Finding and Playing Back Stored Records

- Open the *Voice Memo* section to display a list of existing records arranged in chronological order.



- Scroll the list vertically to view more records.
- Scroll the list horizontally to check on the time of recording and duration of *Memos*.
- Touch  to start listening to all *Memos* in the list from top to bottom. You may interrupt the playback of a particular or all records at any time.
- To play back the highlighted record only:
  - touch its name
  - touch  or press PLAY.


## Deleting Stored Records

- Open the *Voice Memo* section to display a list of existing records.
- Touch  to delete the highlighted record.



- Touch  to delete all records on the list.

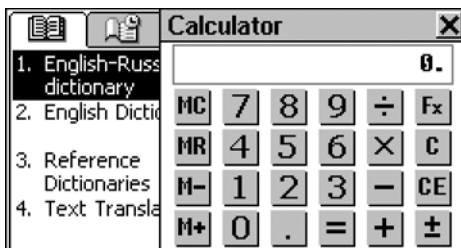
## CALCULATIONS

The sections listed on the CALCULATIONS Section will satisfy a broad range of your everyday computing and money management needs.

- Select the  tab on the MAIN MENU to open the CALCULATIONS Section.

## CALCULATOR

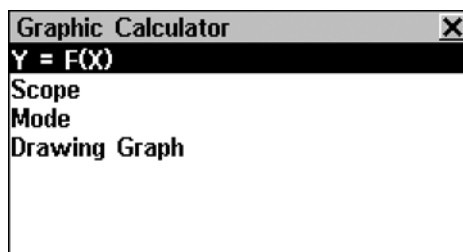
- Select the *Calculator* option on the CALCULATIONS Section or touch the  button on the *Sidebar*.  
Section or touch the  button on the *Sidebar*.



Entering numbers and operations from the displayed touchpad or from the keyboard (no need to press SHIFT), use this application as an ordinary pocket calculator.

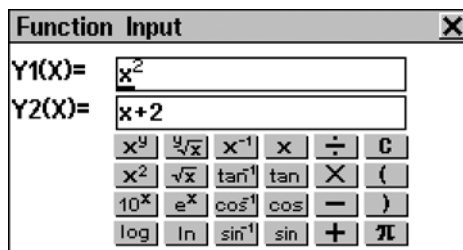
## GRAPHIC CALCULATOR


- Select the *Graphic Calculator* option on the CALCULATIONS Section.



### Function Input

- Select the  $Y = F(X)$  option on the *Graphic Calculator* menu.
- Specify one or two functions, each up to 40 characters in length.




- ♦ **Note:** If (T) is selected as a *Variable* value on the *Mode Setup* menu (see below), the *Function Input* will offer you to enter four (T)-functions. The first group of functions is X1 Y1, and the second group is X2 Y2.
- To close the window and return to the *Graphic Calculator* section, touch  or press ESC, or press ENTER with the cursor on the last line.




## Scope Input

- Select the *Scope* option on the *Graphic Calculator* menu.
- Change the default values if needed.

*Xmin*, *Xmax*, *Ymin*, *Ymax* indicate the drawing limit. The extension of the X-coordinate is from *Xmin* to *Xmax*. The extension of the Y-coordinate is from *Ymin* to *Ymax*. *Xinc* and *Yinc* represent the scale of the X-axis and the Y-axis, respectively. *Xstep* is the drawing precision. It represents the Y-value per an *Xstep*.
- ♦ **Note:** If (T) is selected as a *Variable* value on the *Mode Setup* menu (see below), then *Tmin*, *Tmax* define the variation limit. *Tstep* is the drawing precision. It represents the X-value and the Y-value per a *Tstep*.
- To close the window and return to the *Graphic Calculator* section, touch  or press ESC, or press ENTER with the cursor on the last line.

## Mode Setup


- Select the *Mode* option on the *Graphic Calculator*.
  - To change the default value in one of the four options, select this option, then check the alternative box in the pop-up window. To save changes, touch  or press ENTER.
  - To display setup prompts for all four options in succession, select *All*.
- Customize you graph using the drawing *Modes*:

*Angle*: with *Coordinates* set to ARC\_AXLE, choose an angle measurement unit.

*Variable*: select a way in which a function is defined.

*Graph*: specify whether the graph dots are connected to form a solid line.

*Coordinates*: decide how coordinates are presented on the *Drawing Graph* screen.

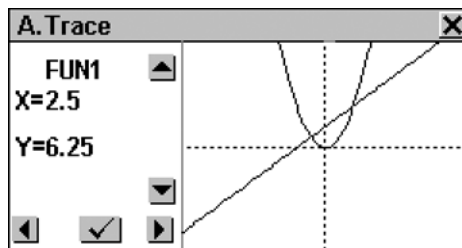
- To close the window and return to the *Graphic Calculator* menu, touch  or press ESC.






## Drawing Graph

- Select the *Drawing Graph* option on the *Graphic Calculator*.





### Trace

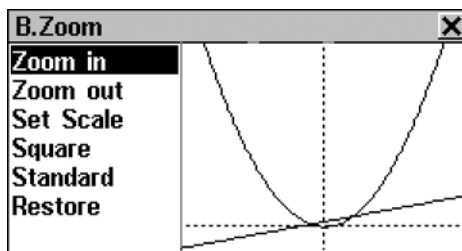
- Select the *Trace* option. A flashing cross will appear on the first function's graph indicating the tracing point. The coordinates of this point are shown on the left-hand side. FUN1 represents the first function.




- Touch ,  or press  $\downarrow$ ,  $\uparrow$  to toggle between FUN1 and FUN2.
- Touch ,  or press  $\leftarrow$ ,  $\rightarrow$  to move the tracing point. The coordinates will change accordingly.
- Touch  or press ENTER to return to the *Drawing Graph* screen.

## Zoom

- Select the *Zoom* option.
- Select *Set Scale*. The current zooming rates of the X-axis and the Y-axis are shown on the left.
  - To clear the active box, press SHIFT+ESC. To enter values, use numeric keys on the keyboard.
  - Touch ☒ or press ENTER to return to the *Zoom* menu. The set values will be used for *Zoom in* and *Zoom out*.
- Select *Zoom in* or *Zoom out* and adjust the zoom focus. The default focus is the point of coordinates intersection.
  - Shift the zoom focus along the X-axis by touching ,  or pressing  $\leftarrow, \rightarrow$ .
  - Shift the zoom focus along the Y-axis by touching ,  or pressing  $\downarrow, \uparrow$ .
  - Touch ☒ or press ENTER to return to the *Zoom* menu. The graph image will be refocused and magnified or minimized according to the setting in *Set Scale*.



- Select *Square* to display the graph with both axes based on the same scale.
- Touch *Standard* to draw the graph on the standard scale.




- Select *Restore* to return to the original graph settings.
- Touch  or press ENTER to return to the *Drawing Graph* screen.

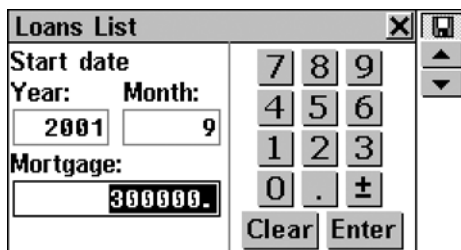
## LOAN CALCULATOR

This useful feature of your Partner® v6 enables you to compute monthly payments and amounts of principal and interest paid or payable to date on your loans and mortgages.


- Select the *Loan Calculator* option on the CALCULATIONS Section. A list of saved loan calculations will be displayed.

### Creating a Record

- Touch  to start a new calculation.
- Enter a record name and touch . Specify inception *Year*, inception *Month*, and amount of *Mortgage* (or loan). To switch the active box, touch it or press ENTER for next.  
Touch  or press SHIFT+CLEAR to clear the active box.











The screenshot shows the 'Loans List' screen. It has a title bar with a close button (X) and a document icon. Below the title bar, there are input fields for 'Start date' (Year: 2001, Month: 9) and 'Mortgage: 300000.'. To the right of these fields is a numeric keypad with digits 0-9, a decimal point, and a plus/minus sign. Below the keypad are 'Clear' and 'Enter' buttons. On the far right, there are up and down arrow buttons.

- To go to the next page, use /▼, or ENTER when in the *Mortgage* box.

- Enter *Annual Percentage Rate* and *Period* of loan or mortgage in years.
- With all values specified and the last box highlighted, press ENTER to save the calculation and display a loan information screen.

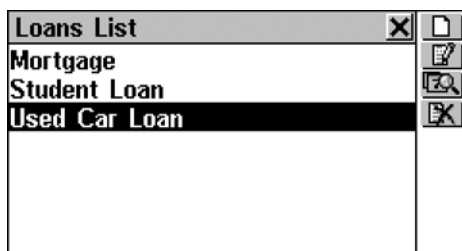
Mortgage	
Start date (Year/Month):	2001 / 9
Mortgage:	300000.
A.P.R.(%)	8.25%
Period (Yr):	30
Monthly payment:	2253.79
Total interest:	511367.93

The info screen summarizes data you entered and includes the amounts of monthly payment and total payable interest.

- On the info screen, use
  - ,  to scroll the text
  -  to start a new calculation
  -  to change the current calculation
  -  to inquire on a specific date
  -  to delete the current calculation
  - /▼ and /▲ to go to the next of previous saved calculation.

## Finding a Record

- Open the *Loan Calculator* to display a list of saved loan calculations in the alphabetical order of their respective record names.







- On the records list, use
  - , to move the highlight bar
  - to start a new loan calculation
  - to change the highlighted record
  - to inquire on a specific date
  - to delete the highlighted record.
- To display the info screen on a loan (see above), select an entry by touching or moving the highlight bar to it and pressing ENTER.

### *Loan Inquiry*

- On a loan's info screen or on the records list (the desired loan record name must be highlighted), touch to display a date dialog box.
- Enter year and month within the loan term and touch or press ENTER to see the loan's details on the specified date.  
The information on interest, principal, and total amount paid to date, as well as on loan amount left, appears on the screen:

Student Loan	
Inquiry:	
Year: 2001, Month: 10	
Interest paid:	423.27
Principal paid:	1614.82
Total paid:	2038.09
Loan left:	11549.19




- You may touch  to change the current loan data.
- To display the loan information for another date, touch .
- Use the  and  buttons, if enabled, to see other loans' details for the same date.
- ♦ **Note:** This function enables you to compare different loans' conditions as they are projected into the future.




## ACCOUNT MANAGEMENT

The *Account Manager* section of your Partner® v6 allows you to keep track of your bank accounts and transactions.

- Select the *Account Manager* option on the CALCULATIONS Section. A list of existing account names is displayed.







### Creating a Record

- Touch  to open a new record template.
- Specify an *Account Name*. (Touch  or press ↓ to pull down a menu of sample names.)
- Touch  or press ▼ to open the *Account No.* page.





- Type in an account number and touch  or press ▼ to open the *Balance* page.
- To return to a previous page, touch  or press ▲.
- Enter an account balance and touch  to save the record.

### Finding a Record



- Open the *Account Manager* to display a list of accounts.
- View the list and select an entry to open it in the viewing mode.

Citibank Mastercard	
Account No.: 57979859588	     
Old Balance: 101150.	
Deposit: 2500.	
Withdrawal: 120.	
New balance: 103530.	

An account record in the viewing mode includes information on aggregate deposits and withdrawals, and on the adjusted new balance.


- ♦ **Note:** If account details are changed, a new balance is calculated, and *Deposit* and *Withdrawal* values are reset.
- Use buttons/keys:
  -  to open a new record template
  -  to open the displayed account for editing
  -  to record *Deposit* or *Withdrawal* for the current account
  -  to delete the displayed record

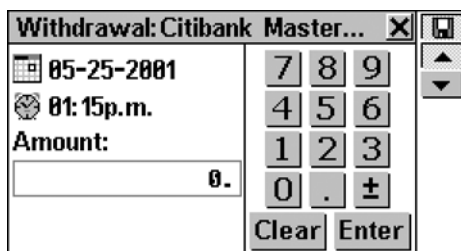


- /▼ and /▲ to go to the alphabetically next or previous record, respectively.


## Managing Transactions

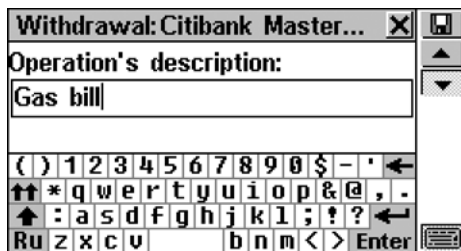
### *Posting a Transaction*


- Highlight on the list or open for viewing the account record you want to post a transaction to.
- Touch  and select *Deposit* or *Withdrawal* from a pop-up menu.




The current date and time default for a new transaction record.







- If you want to change the date or time, touch the corresponding line to display a setup dialog box, and change the values.
- Type in an amount and touch  or press ENTER.
- Enter a transaction description.



- Touch  to save the transaction as part of an account record and display the *Balance* screen (see below).

### *Viewing Transactions*

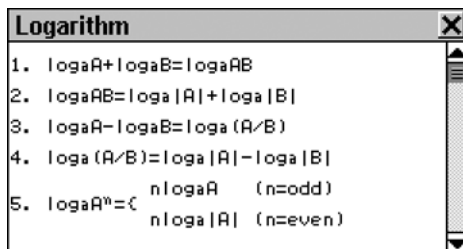
- Display an account record in the viewing mode, or highlight its line on the list.
- Touch  to open an itemized list of deposits and withdrawals with the most recent transaction shown on top. *Withdrawals* appear as negative values.

Balance: Citibank Mastercard			
25-05-2001 Bonu...	2500.		
25-05-2001 Phon...	-120.		
25-05-2001 Gas bill	-12.		

## MATH FORMULAS

The section *Math Formulas* contains topically arranged lists of mathematical, trigonometric, and other expressions for advanced users.

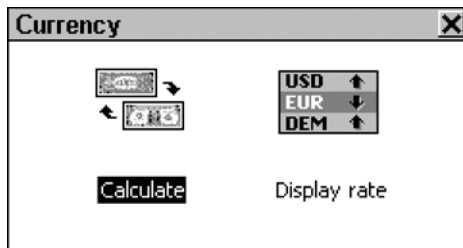
- Select the *Math Formulas* option on the CALCULATIONS Section.
- Choose a category and a subcategory and view the formulas, for example:



## CURRENCY CONVERSION

The *Currency Conversion* function built into your Partner® v6 allows you to instantly calculate cross courses in 26 pre-installed currencies and 3 user-defined currencies.









- Select the *Currency Conversion* option on the CALCULATIONS Section to see the menu.




### Checking and Setting Rates



- To see and set currency rates, select the *Display Rate* option.

Currency rates	
USD	1.00
RUB	1.00
AUD	1.00
ATS	1.00
BYR	1.00
BEF	1.00
BRR	1.00


- Use buttons/keys:
  - ,  to highlight lines
  -  to specify/ change a user currency name (marked ??? at the bottom of list)
  -  to set the exchange rate for the highlighted currency
  -  as shortcut to *Calculate*.
- Select a currency by touching or highlighting the corresponding line with ,  and touching /pressing ENTER. A *Set Rate* screen will appear:








Russia-Rouble	
Code: RUB	<div> <div>7 8 9</div> <div>4 5 6</div> <div>1 2 3</div> <div>0 . ±</div> <div>Clear Enter</div> </div>
Set rate:	
<input type="text" value="1."/>	
<input type="text"/>	
<input type="text"/>	







- ♦ **Note:** The default exchange rate for all currencies is 1.
- Specify an exchange rate relative to the basic currency (whose rate should equal 1) and touch  or press ENTER to save the rate.

- Touch **Clear** or press SHIFT+CLEAR on the keyboard to clear the wrong input.
- To set exchange rates for other currencies, use  and  to move to the next or previous currency on the list.

## Conversion

- Select the *Calculate* option on the *Currency Conversion* menu, or touch  on the *Display Rate* screen.

Calculation		 	
US-Dollar (1.)		7	8
		4	5
Russia-Rouble (1.)		1	2
		0	.
			
		Clear	Enter

- Use buttons/keys:
  - ,  to change the active input box
  - ,  to pull out a currency selection menu for the active box
  -  to change exchange rate for currency in the active box
  -  to switch to the *Display Rate*.
- Select a currency name and enter an amount in either box, in any order. Touch **Clear** or press SHIFT+CLEAR on the keyboard to clear wrong inputs.
- After you have typed a new amount in one of the boxes, press ENTER to refresh the display. (When a currency name is changed, the display is refreshed automatically.)

Calculation	
US-Dollar (1.)	7 8 9
250.	4 5 6
Russia-Rouble (29.88)	1 2 3
7270.	0 . ±
	Clear Enter

## METRIC CONVERSION

With your Partner® v6 you may easily convert measurements from the British-American system into the metric system commonly used in Europe and vice versa, as well as within each system.

- Select the *Metric Conversion* option on the CALCULATIONS Section.

Metric Conversion	
Length	7 8 9
mm	4 5 6
0.	1 2 3
cm	0 . ±
0.	Clear Enter

- Use buttons/keys:
  - $\downarrow, \uparrow$  to change the active input box
  - $\square$  to pull out a measure name or unit selection menu.
- Select a measure name from the upper menu and enter an amount in either input box, in any order.


- After you have typed a new amount in one of the boxes, press ENTER to refresh the display. (When a measurement unit is changed, the display is refreshed automatically.)

Metric Conversion		X		
Length	▼	7	8	9
yard	▼	4	5	6
	10.	1	2	3
cm	▼	0	.	±
	914.4	Clear Enter		

- Touch **Clear** or press SHIFT+CLEAR on the keyboard to clear the wrong input.


## REFERENCE

The REFERENCE Section is your information and entertainment center.

- Select the  tab on the MAIN MENU to open the REFERENCE Section.

## LOCAL AND WORLD TIME

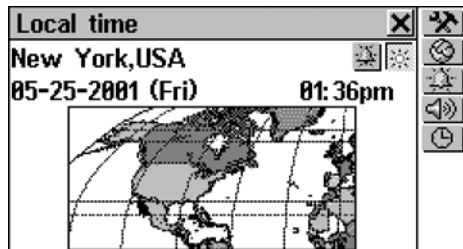
The *Local & World Time* section of your Partner® v6, besides serving as a local and worldwide time and date reference, is also used to adjust system settings for the current date, time, local time zone, daily alarm, DST, time format, and time announcement.

- ◆ **Note:** To check the current date and time on the fly touch the  button on the *Sidebar* to display a *Time* pop-up window and listen to the announcement of time (if *Talking Clock* is enabled, see page 116).
- Select the *Local & World Time* option on the REFERENCE Section to display the *Time* menu.





## Local Time

- Select the *Local time* option on the *Time* menu.



The *Local Time* screen shows: a name of the city representing the local time zone and a map of the corresponding continent, the current date and day of the week, and the current time.

- Touch  or press  to listen to the announcement of time (if *Talking Clock* is enabled).




## Local City

Default: New York, USA


You may specify a city name for your local time zone in one of three ways:

- directly from a city list
- through a country name – the alphabetically first city listed for this country will appear
- typing a new city name – its time zone settings will be based on the currently displayed city.



### *Set City*

- Display a city selection screen:
  - touch the city name on the screen and select *Set City* from a pop-up menu, or
  - touch  and select *Set City* from a pop-up menu.
- Find the city name you need by typing in and/or scrolling the list, and select it.

### *Set Country*




- Display a country selection screen:
  - touch the city name on the screen and select *Set Country* from a pop-up menu, or
  - touch  and select *Set Country* from a pop-up menu.
- Find the country name you need by typing in and/or scrolling the list, and select it. The alphabetically first city listed for this country will be used for setting.

### *Define City and Country*

- From the available list (see *Set City* above) select any city located in your time zone.
- Display a user-defined city setup screen by touching .
- Type new city and country (*User City*, *User Country*) and its time zone will be automatically set and coincide with that of the preselected city (press SHIFT+ESC to clear the input line).
- ♦ **Note:** Use comma to delimit city and country names.
- Touch  or press ENTER.




### **Date**

Default: 01-01-2001 in the *mm-dd-yy* format (may be changed to *dd-mm-yy* in *System Setup*, see page 151).

- Display the *Date* setup dialog box by touching the date value.
- Set the day, month, and year by touching ,  or pressing number keys.
- Touch  or press ENTER.


### **Time**

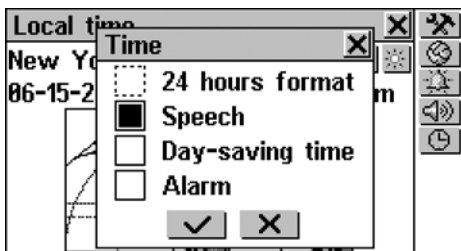
Default: midnight 12:00.


- Display the *Time* setup dialog box by touching the time value.
- Set hours and minutes by touching ,  or pressing number keys.
- Touch  or press ENTER.

### *Time Display Format*

Default: 12 hours.


- Touch  to display the *Function* setup dialog box.





- Check the 12 hours box to change the format to 24 hours. Uncheck the box to return to the 12 hours format.
- Touch  or press ENTER to apply the change.

### *Daylight Saving Time (DST)*

Default: Off.

- Touch  to turn the DST on. The button will appear indented. Touch it again to turn the DST off.

Or

- Use the *Time* setup dialog box:
  - Touch 
  - Check the DST ON box to turn the DST on. Uncheck the box to turn it off.
  - Touch  or press ENTER to apply the change.



Turning the DST on or off sets the time one hour forward or back, respectively.

- ♦ **Note:** DST ON or OFF sets for each city separately.

## Daily Alarm




### *Set Alarm Time*

Default: noon 12:00.

- Touch  to display the *Set Alarm* dialog box.
- Set hours and minutes of the alarm time.
- Touch  or press ENTER to apply the setting.

### *Turn Alarm On/Off*

Default: Off.



- Touch  to turn the *Daily Alarm* on. The button will appear indented. Touch it again to turn the *Daily Alarm* off. Or,
- Use the *Time* setup dialog box:
  - Touch 
  - Check the Alarm box to turn the *Daily Alarm* on. Uncheck the box to turn it off.
  - Touch  or press ENTER to apply the change.

If turned on, the *Daily Alarm* produces an audible intermittent signal at the set time. Press any key or touch the screen to interrupt the *Daily Alarm* beep (otherwise, the beep will continue for 30 seconds). A *Time* pop-up window will appear, and the current time will be announced (if *Talking Clock* is turned on, see below).



- ♦ **Note:** In case the *Daily Alarm* and *Appointments Reminder* are set for the same moment of time, the latter will have the priority of operation.


## Talking Clock

Default: On.

- Touch  to display the *Time* setup dialog box.
- Uncheck the Speech box to turn the *Talking Clock* off. Check the box to turn it back on.
- Touch  or press ENTER to apply the change.

With the *Talking Clock* turned on, you will be listening to the announcement of the displayed time, when you

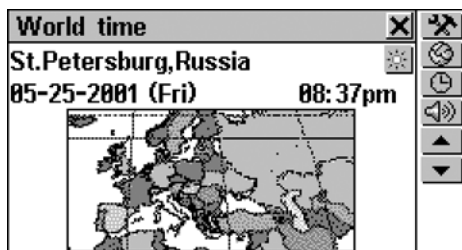
- touch  or press  on the *Local Time* or the *World Time* screen

- touch  on the *Sidebar* or interrupt a *Daily Alarm* beep to display a *Time* pop-up window.





## World Time

Using your Partner's *World Time* subsection, you may view the international zone times in cities around the globe, along with appropriate map illustrations.

- Select the *World time* option on the *Time* menu.



The *World Time* screen shows: city and country names (default: St. Petersburg, Russia) and a map of the respective continent, the date and day of the week, and the time in the time zone of the displayed city.

- Touch  or press  to listen to the announcement of time in the displayed city (if *Talking Clock* is enabled, see page 116).
- To see information for another city:
  - next in the alphabetic list – touch  or press ▼
  - previous in the alphabetic list – touch  or press ▲
  - specific or user-defined – refer to the *Local City* part of the *Local Time* chapter (see page 113) for instructions.

The *Time Format*, *DST* for a given city, and the *Talking Clock* settings can be changed on the *World Time* as well as on the *Local Time* screen, and affect both subsections. Refer to the according parts of the *Local Time* chapter for directions.

- ♦ **Note:** The zone times for more than 4000 cities can also be looked up in the *Telephone codes* section of the REFERENCE Section.

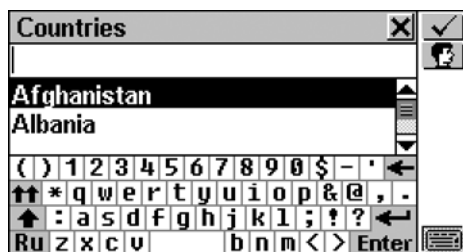
## TRAVEL GUIDE

The *Travel Guide* of Partner® v6 will help you find out a few important facts about the country you plan to visit – capital, weather conditions, spoken languages, currency etc.<sup>6</sup>

- Select *Travel Guide* on the REFERENCE Section.

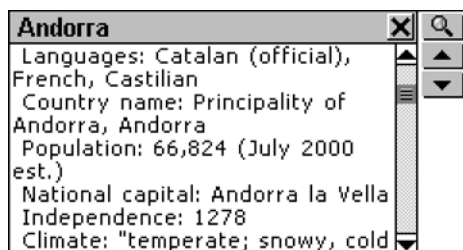
---

<sup>6</sup> For some regions only limited information is available.



- To display information on a country, start entering its name on the country search screen and/or scroll the list.

Touch the corresponding line in the list, or make sure the line is highlighted (press if necessary) and press ENTER or .

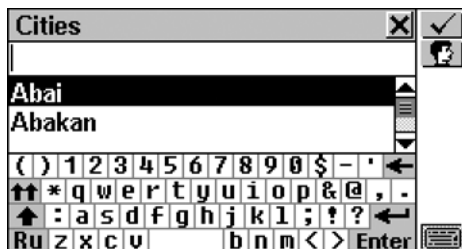


- To switch between English and Russian touch .
- Use buttons/keys:
  - , or the scroll bar if needed to see more text
  - to return to the country search screen
  - / and / to display info on other counties in the alphabetical order.

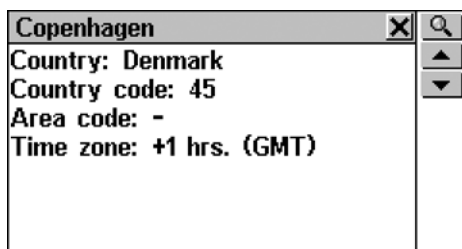
## TELEPHONE CODES

The *Telephone codes* section allows you to see telephone codes of more than 4000 cities all over the world.<sup>7</sup>

- Select *Telephone codes* on the REFERENCE Section.






- To display information on a city, start entering its name and/or scroll the list.
- Touch the corresponding line in the list or make sure the line is highlighted (press ↓ if necessary) and press ENTER or touch



- To switch between English and Russian touch
- Use buttons/keys:
  - ↓, ↑ or the scroll bar if you need to see more text


<sup>7</sup> For some cities only limited information is available.

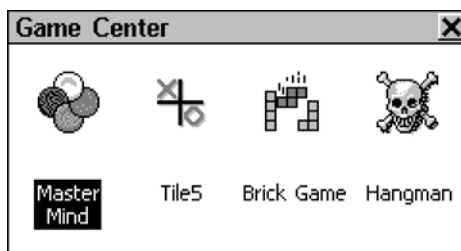


-  to return to the city search screen
- Use  or  to display info on other cities in the alphabetical order.

## GAME CENTER

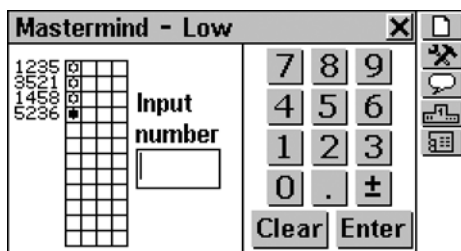
Your Partner® v6 features four fascinating games.

- Select the *Game Center* option on the REFERENCE Section, or touch  on the *Sidebar*. You will see shortcuts for the available games.








### ***Master Mind***

- Select *Master mind* from the *Game Center* menu.  
By entering digits try to guess a 4-digit number.
- Enter a number and press ENTER. The result of the try will appear in the table at left.




A ☆ sign means that one of the entered digits is present in the hidden number, but it is not in its proper position. A ★ sign indicates that one of the correctly guessed digits is in its proper position.





- Try to find the right answer using a minimum of tries. If you succeed or use up all 12 tries, a corresponding message will be shown.
- Use the *Toolbar* buttons:
  -  to start a new game
  -  to change the difficulty level: on the *Low* level digits in a number must be unique, on the *High* level they may be repeated
  -  to see the correct answer
  -  to see a list of best results
  -  to interrupt a game and return to the *Game Center* menu.

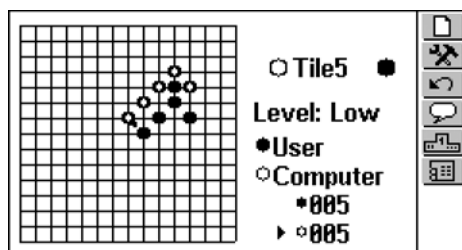
## Tile5







- Select *Tile5* from the *Game Center* menu.
- Choose a *Single* (play against Computer) or a *Double* (play against a partner) game.

- Enter your name(s) and touch  or press ENTER.

Players take turns putting black and white chips on the intersection points of the game grid. Each player tries to build up an uninterrupted vertical, horizontal, or diagonal row of five chips of his color, simultaneously preventing his opponent from doing the same.

- To make your move, touch an intersection point, or move the cursor to it with the , , ,  keys and press ENTER.

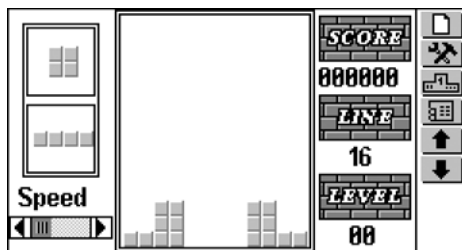


- Use the *Toolbar* buttons:
  -  to start a new game
  -  to change the difficulty level (in *Single* game only)
  -  to take back the last move
  -  to display a hint
  -  to see a list of best results (in *Single* game only)
  -  to interrupt a game and return to the *Game Center* menu.

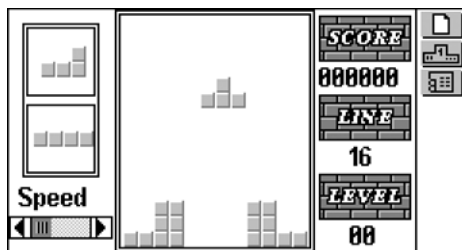
## **Brick Game**

- Select *Brick game* from the *Game Center* menu.

- Press ENTER or touch the screen to open the game window.



- Select a difficulty level (0 –15) with , or , or from a pop-up menu available by touching . This will change the initial combination of bricks.
- ♦ **Note:** You can set a difficulty level only before starting a game.
- Press ENTER or close the pop-up menu to start.






- Use , (shift), ENTER (rotate), and (drop) to reposit the falling blocks trying to eliminate empty spaces on the bottom. Once a row is filled with bricks it will disappear from the screen, earning you points.

The next two blocks to fall are shown on the left-hand side.


- You can change the speed of bricks falling with the , keys or by moving the scroll box at lower left with the stylus.

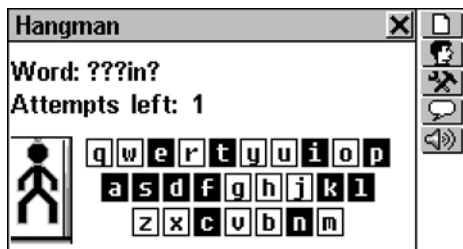
After you make 16 rows disappear, the game advances to the next level. When the game ends, you will be prompted to enter your name.

- Use the *Toolbar* buttons:
  -  to start a new game
  -  to see a list of best results
  -  to interrupt a game and return to the *Game Center* menu.

## Hangman





Partner® v6 features a learning game *Hangman* that improves your spelling skills and enhances your personal vocabulary.

- Select *Hangman* from the *Game Center* menu.
- Touch  and choose the language for the game (English or Russian) on the pop-up window.
- Enter letters from the touchpad or keyboard trying to guess the word before the picture on the left is complete.



The used letters are highlighted on the touchpad. Correctly guessed letters appear in place of question marks in their actual positions in the word. The number shows the remaining number of tries.

After the game ends, translation of the hidden word is shown.

- Close the *Main Dictionary* window to return to the game.
- Use the *Toolbar* buttons:
  -  to start a new game
  -  to change the difficulty level
  -  to display the answer
  -  to listen to the pronunciation of the hidden word (counts as one try, available in *English* game only).

## REFERENCE BOOK

### ***Size Equivalents***

When you travel or shop internationally, refer to this subsection to learn about the correlation between the clothes and shoe size systems used in different parts of the world.

- Select the *Reference Book* option on the REFERENCE Section to see its submenu.
- Select *Size Equivalents*. You will see four options: *Men's Shirts*, *Men's Shoes*, *Women's Blouses*, and *Women's Shoes*.
- Select an option from *Size Equivalents*, for example:

Women's shoes				
USA	4	4.5	5	5.5
UK	2.5	3	3.5	4
EU	34.5	35	35.5	36
Taiwan	66	67	68	69
Japan	21.5	22	22.5	23
France	36	36.5	37	37.5



- Scroll right to see more sizes; scroll down to see more countries.

## English Names

This indispensable guide to spelling and pronunciation of English names will spare you confusion in many social situations.

- Select the *English Names* option on the *Reference Book*.
- Choose *Male* or *Female*.

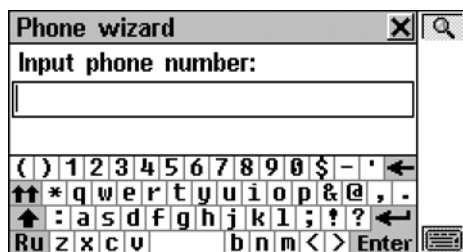
Female	
Adele	
Agnes	
Alice	
Allison	
Amanda	
Amy	
Angela	


- Highlight a name and touch  or press the  key to listen to its pronunciation.

## PHONE WIZARD

The *Phone Wizard* helps you to easy learn a phone number by finding a word corresponding to this number. This way of dialing is used in the phones with alphanumeric keyboard.

- Select the *Phone Wizard* on the REFERENCE Section.



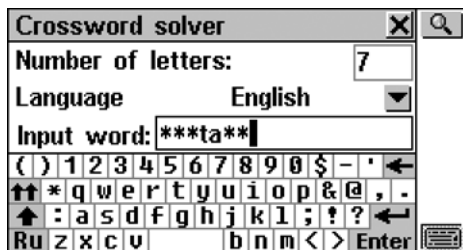
- Input figures and touch  or press ENTER to display the proposed variants.






## CROSSWORD SOLVER

The *Crossword Solver* is intended not only to help you quickly solve an English or Russian language crossword, but it is also another of useful self-tuition aids provided with your Partner® v6. Study and enjoy!

- Select the *Crossword Solver* on the REFERENCE Section.
- Set up the desired *Number of letters* (cannot exceed 25) and *Language*. Input a word using asterisk symbol(s) \* as substitute(s) for unknown characters.





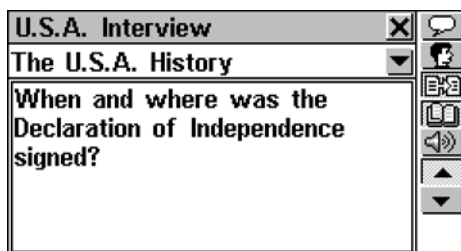


- Touch  or press ENTER to display list of the words containing the indicated characters.
- Use buttons/keys:
  -  to get an explanation of the selected English word
  -  to get instant translation of the selected word
  -  and  to listen to the pronunciation of an English word.

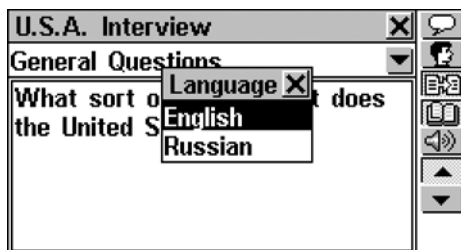
## U.S.A. INTERVIEW

This is an ultimate talking preparation guide to the U.S. citizenship exam. Augmenting the main purpose of this section is the possibility to translate or get explanation of any English word, thus helping a student to grasp the broader meaning of critical words contained in questions and answers.

- Select the *U.S.A. Interview* option on the *Reference Book* to display the first question of the first chapter.
- Touch  or press  to pull down the *Chapters menu*.
- Select a chapter to open its first question.




- To see the answer to a displayed question, touch . Close the answer window to return to the question.
- ♦ **Note:** No answers are available to some questions, for example names of current government officials.
- To see the Russian version of the question, touch .



- To obtain an *Instant Reverse Translation* of a word (if it is in its basic form), highlight it and touch to search for a matching *Main Dictionary* entry (see page 29). Close the *Main Dictionary* window to return to the *U.S.A. Interview*.
- Touch to get explanation of the highlighted English word or expression (see page 32).
- Touch or press the key to listen to the pronunciation of an English question or answer text.
- Use , or , to move between the current chapter's questions.

# COMMUNICATION


The COMMUNICATION Section helps you to communicate with the whole word without using computers or faxes and keep backup copies of your data.

- Select the  tab on the MAIN MENU to open the COMMUNICATION Section.

## PC COMMUNICATION

Using the Partner's *PC-Link* cable (available separately as part of *Communication Pack*) and the *PC-Link* software (included in the package on a CD-ROM) you may exchange data between your Partner® v6 and a personal computer. This feature will allow you to keep a backup copy of *Telephones*, *Appointments*, *Memo*, and *User's Dictionary* data on your PC.

### Software

- Insert the supplied CD into the CD-ROM drive of a PC. If the installation program did not start automatically, run the *Install.exe* file from the CD root catalog.
- Choose to install *PC-Link*.
- ♦ **Note:** Make sure you selected an appropriate COM port and set the same baudrate.
- When the program is installed, start it from *Setup* menu, *Programs/Ectaco*. In the right lower corner of *System Tray* the  icon will appear.

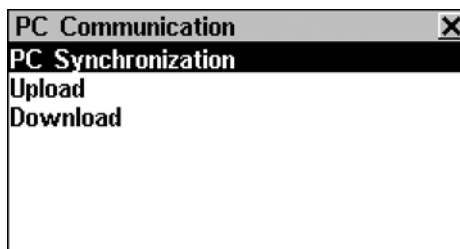
- ◆ **Note:** The latest version of the PC-Link program and additional dictionaries can be downloaded from Ectaco's Web site [www.ectaco.com](http://www.ectaco.com)

## Data Transfer

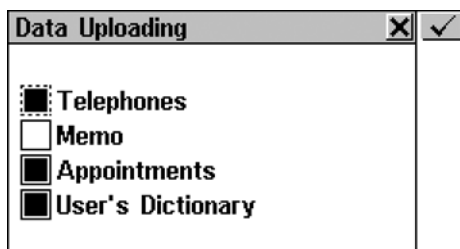
- Connect the *PC-Link* cable to the Data Link outlet located on the left-hand edge of the unit.
- Select the *PC Communication* option on the COMMUNICATION Section, or press PC-LINK on the keyboard.

## Sending and Receiving

- Choose a data transfer mode (*Upload* or *Download*).



- For *Upload*, also specify section(s) to send.



- Click twice by right button of a mouse on the *PC-Link* icon in the right lower corner of *System Tray*. In the *PC-Link*

program, select a complementing data transfer mode. For *Upload*, also choose section(s) to send. You may enter, edit, or delete data within your Partner's *PC-Link* program.


- Start data transfer first on the receiving device, then on the sending one.
- ♦ **Note:** Time span between data transfer startup on the PC and in the unit must not exceed 30 sec. Otherwise, the *Time out* message will be displayed.
- ♦ **Note:** Note that in *Download* mode your newly transferred data will replace all the information you had saved in the corresponding section of your Partner® v6.
- ♦ **Note:** Always back up your important data! Neither manufacturer nor dealers assume any responsibility for lost or corrupted data.
- ♦ **Note:** *Data Transfer* consumes considerable amount of energy. Using an external power supply is strongly advised.


## FAX

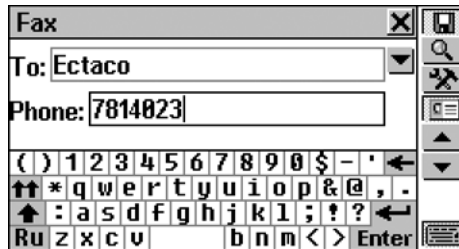
Any place you can hook up to a phone line, you can send a fax using the fast and dependable *Fax* feature of your Partner® v6.











- Select the *Fax* option on the COMMUNICATION Section, or press FAX on the keyboard. A list of previously saved fax messages will appear.

### Creating a Fax Message




- Select  to open a *new Fax message* template.
- Specify an addressee name and a fax number. To do this faster, you can

- touch  to open *Telephones*
  - select a record from the list to paste the name and fax number (if available) into the appropriate boxes on the fax template
- ◆ **Note:** Type comma (,) to provide 2-second pause to dial for an outside line, e.g. 9,7014023.






- Use buttons/keys:
    -  to save the record
    -  to make a contents search
    -  to jump to an input field (*To*, *Phone*, *Message*)
    -  to insert a record from *Telephones*, *Memo*, or *Drawing Board*
    - / and / to move between input fields.
  - Touch  or press ▼ and type (or paste from the clipboard) contents of your fax message. Touch  to insert text from *Telephones* or *Memo*, or a drawing from *Drawing Board*.
- ◆ **Note:** A pasted drawing is represented on a fax form by its filename in the format /\* Drawing Board [filename] \*/.
- ◆ **Note:** The message text cannot exceed 8KB.

## Finding a Fax Message

- Open the *Fax* section to display a list of messages in the alphabetical order of addressee names.
- Touch  to open a search window for message(s) that contain specific text.
- Specify any contiguous alphabetic or numeric string that might be found in a record or records. For example, to find all Ectaco records, type *Ect* and touch  or press ENTER.
- Touch a line or highlight it and press ENTER to open the associated message for editing.
- You can delete the highlighted entry from the fax list by touching .

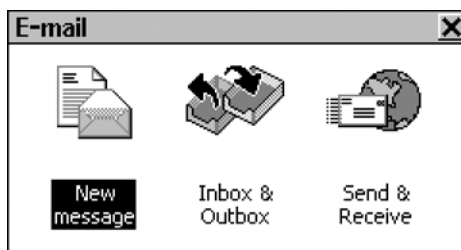
## Sending a Fax Message

- Open the *Fax* section to display a list of messages in the alphabetical order of addressee names. View the list and highlight an entry.
- Make sure the phone line cable (available separately as part of *Communication Pack*) is plugged in.
- Touch  to send the highlighted message. Processing and confirmation messages will be displayed. You can interrupt the procedure by touching  or .
- ♦ **Note:** For successful communication, the *Telephone Line Type* in the *System Setup* menu must be selected correctly.
- ♦ **Note:** Fax transmission consumes considerable amount of energy. Using an external power supply while sending messages by fax is strongly advised.



## E-MAIL

You can send and receive electronic mail messages using your Partner® v6 if you have a user account with an *Internet Service Provider* and a POP3 mailbox,.

- Select the *E-mail* option on the COMMUNICATION Section, or press E-MAIL on the keyboard.



### Composing a Message

- Select the *New Message* option on the *E-mail* section, or choose the  button from the *Toolbar* where available.
- Specify e-mail address(es) of the main and additional receiver(s) in the "To:" and "Cc:" (optional) fields, respectively. You can also
  - touch  to open the *Telephones* section
  - select a *Telephones* record to paste the e-mail address (if available) from it into the "To:" or "Cc:" field
- ♦ **Note:** Only one e-mail address is allowed in the "To:" or "Cc:" field, though it can be a group address like Alluser@domain.com.
- Type in a message subject (optional) in the "Sub:" field.




- To choose an active field, touch it, or use ▼ / ENTER for the next, ▲ for the previous field
- Use buttons/keys:
  - to save the record
  - to make a contents search
  - to jump to an input field (*To*, *CC*, *Subj.*, *Message*)
  - to insert a record from *Telephones*, or *Memo*
  - / ▼ and / ▲ to move between input fields.
- Touch or press ▼ and type (or paste from the clipboard) contents of your e-mail message. Touch to insert text from the *Telephones* or *Memo*.
- ♦ **Note:** Windows - 1251 is set as the default code page for multilanguage messages.
- ♦ **Note:** The message text cannot exceed 8000 symbols.
- ♦ **Note:** Composed messages are stored in the *Outbox*.

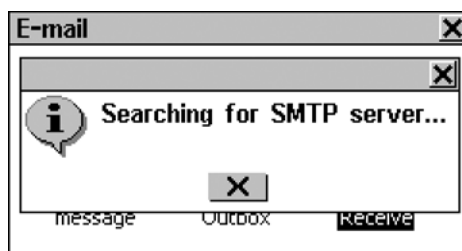
## ***Sending and Receiving Mail***

- Connect your Partner® v6 to a telephone line with the special cable (available separately as a part of *Communication Pack*). *Phone line jack* is located at the

right-hand edge of the unit (see page 6). Make sure you entered your *Internet Service Provider* information and selected an appropriate *ISP Information* record (see next chapter).

- Select the *Send & Receive* option on the *E-mail* menu, or choose the  button from the *Toolbar*, where applicable.

Various info messages showing the current state will appear on the screen during the procedure.



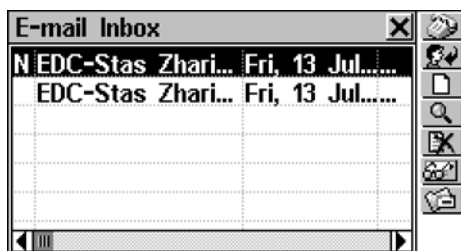
You can interrupt the procedure by touching  or .









Newly composed messages (marked with S) from the *Outbox* will be sent, and new messages, if any, will be received from the mail server, downloaded and stored in the *Inbox*.


- ♦ **Note:** You cannot receive an electronic message that is over 32 KB. Such message will be held at your POP3 server. You can download or delete it from your PC.
- ♦ **Note:** You cannot open graphic or any other files attached to electronic messages.
- ♦ **Note:** For successful communication, the *Telephone Line Type* in the *System Setup* section as well as all *ISP Information* must be selected correctly.
- ♦ **Note:** E-mail communication consumes considerable amount of energy. Using an external power supply while sending messages by e-mail is strongly advised.

## Inbox


- Select the *Inbox & Outbox* option on the *E-mail* menu to open the *Inbox*. A list of received messages, if any, is displayed.




- Use buttons/keys:
  - ↓, ↑ to highlight lines
  -  to check for new messages (shortcut to *Send & Receive*)
  -  to reply to the highlighted message
  -  to open a *New Message* form
  -  to search for message(s) containing specific text
  -  to open the associated message for editing
  -  to open the highlighted message for viewing
  -  to go to the *Outbox*.
- To read the highlighted message, touch the corresponding line or select  from the *Toolbar*. On the reading screen, use
  - ↓, ↑ or scrollbar for scrolling
  - ▼ or ▲ to read the next or previous message

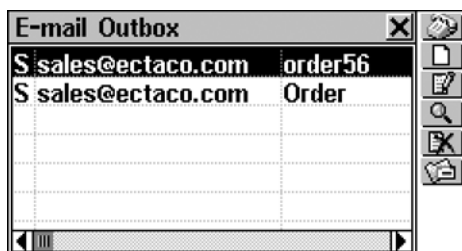
-  to change the Russian code page from KOI-8 (default) to Windows.







### *Replying to a Message*

- Select the *Inbox & Outbox* option on the *E-mail* menu to open the *Inbox*.
- Highlight or open a message.
- Select  from the *Toolbar* to open a *New Message* form with the original message sender's address copied into the "To:" field.
- Supply your comment if needed.
- ♦ **Note:** The message text cannot exceed 8000 symbols.
- Save the message to store it in the *Outbox*.

### **Outbox**

- Select the *Inbox & Outbox* option on the *E-mail* menu.
- Touch  to open the *Outbox*. A list of composed messages is displayed.
- ♦ **Note:** The messages yet to be sent are marked with character S. Unmarked messages will not be re-sent unless they are changed.




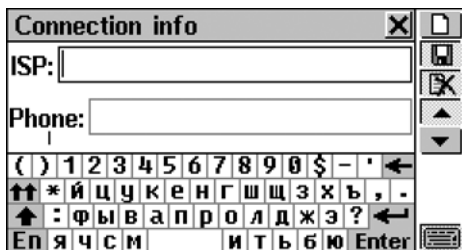
- Use buttons/keys:
  -  to send messages marked with S (shortcut to *Send & Receive*)
  -  to open a *New Message* form
  -  to open the highlighted message for editing
  -  to search for message(s) containing specific text
  -  to delete the highlighted message
  -  to return to *Inbox*.

## ISP INFORMATION

Here you can enter your ISP (Internet Service Provider) information and your e-mail box attributes.





### Creating a Record

- Select the *ISP Information* option on the COMMUNICATION Section. Touch  to open a form for a new provider's data.




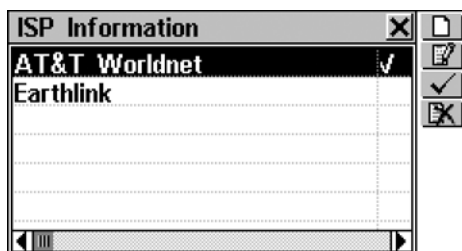
An *ISP Information* record contains standard data needed to connect to the Internet using the PPP protocol, as well as POP3 mailbox details.




<i>ISP</i>	A name to identify this ISP record
<i>Phone</i>	Access number to ISP server
<i>Telephone line type</i>	Pulse or Tone dial
<i>Login</i>	Your ISP account ID (login name)
<i>Password</i>	Your ISP access password
<i>Login Procedure</i>	ISP-specific login script (usually not required)
<i>Account</i>	POP3 mailbox account name
<i>Password</i>	POP3 mailbox account password
<i>Name</i>	Your name
<i>E-mail</i>	Your e-mail address
<i>SMTP</i>	Outgoing mail server name
<i>POP3</i>	Incoming mail server name
<i>Message Delivery</i>	Specify whether keep or delete the messages from server
<i>Primary DNS</i>	Primary domain name server
<i>Secondary DNS</i>	Secondary domain name server
<i>IP-address</i>	Your IP address (usually assigned by server automatically)

- Fill out required fields of an *ISP Information* record, selecting an input field by touching, or using /▼, ENTER for the next, /▲ for the previous field.
- ♦ **Note:** Type comma (,) to provide 2-second pause to dial for an outside line, e.g. 9,1234567.
- ♦ **Note:** Your Internet Service Provider must have supplied to you information required for an *ISP Information* record at the time when you opened your account. If you experience difficulties filling this record out or connecting to the Internet, contact your Internet Service Provider for assistance.
- To save a record, touch .
- To create another ISP record, touch .

### Selecting an ISP

- Select the *ISP Information* option on the COMMUNICATION Section. A list of existing records will be displayed.
- ♦ **Note:** You may have records for more than one ISP provider and more than one e-mail account with each, but only one set of data may be used to establish a connection at any given time.
- To select an ISP whose record will be used for *E-mail* communication, highlight the corresponding line and touch the  button on the *Toolbar*. The currently selected record appears checked.

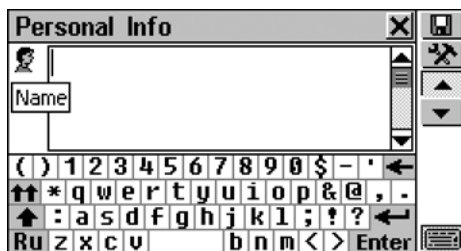


- Use buttons/keys:
  -  to create a new ISP record
  -  to open the highlighted record for editing
  -  to delete the highlighted record.
- ♦ **Note:** After editing the ISP field the entry will be saved under a new name. Delete the old entry if you do not need it anymore.

## PERSONAL INFORMATION

This section provides a single record to store your personal data for easy reference and for use in electronic messages.










- Select the *Personal Information* option on the COMMUNICATION Section.








Each page has its own *Page Icon* in the upper left-hand corner. A *Tooltip* with the page name appears when a page is opened or the *Page Icon* is touched.

The *Personal Information* record includes following pages:


	<i>Name</i>
	<i>Age</i>
	<i>Home Telephone Number</i>
	<i>Home Address</i>
	<i>Company Telephone Number</i>
	<i>Company Address</i>
	<i>Company Fax Number</i>
	<i>ID Card Number</i>
	<i>Passport Number</i>
	<i>Passport Expiry Date</i>
	<i>Driver's License Number</i>
	<i>Driver's License Expiry Date</i>
	<i>Credit Card Number</i>
	<i>Credit Card Expiry Date</i>
	<i>Savings Account Number</i>
	<i>Checking Account Number</i>
	<i>Blood Type</i>
	<i>Note</i>

- To open:
  - the next page – touch  or press ▼
  - the previous page – touch  or press ▲
  - a specific page – touch  and choose a page name from the pop-up menu.

- To save a record, touch .

## SETUP

Personalize your Partner® v6 and ensure a good upkeep of your personal records with options of the SETUP Section.

- Select the  tab on the MAIN MENU to open the SETUP Section.

## INTERFACE LANGUAGE

The default interface language of Partner® v6 is English. Use the following procedure to switch the language to Russian.

- Select the *Interface Language* option on the SETUP Section.



- To select *Russian* touch it with stylus or use ↓ key and press ENTER.

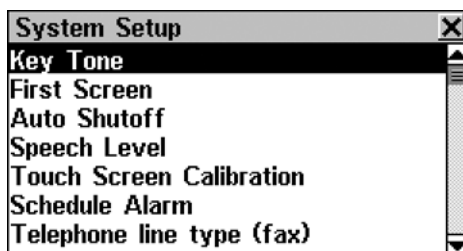
All messages will now appear in the Russian language. You may always switch back to *English*.

- ♦ **Note:** Some reference data is only available in English.

## SYSTEM SETUP

For best results and to ensure that you can fully employ all of the Partner's diverse features, it is recommended that you thoroughly familiarize yourself with options of the *System Setup* section, which will allow you to adjust the device configuration to better suit your needs.

- Select the *System Setup* option on the SETUP Section.




### ***Key Tone***

This feature is designed to produce a short beep every time you press a key on the Partner's keyboard. The key tone is enabled by the system's default.

- Select *Key Tone* on the *System Setup* menu to display a setup prompt.
- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch ☒ or press ENTER to save the setting and return to the *System Setup* menu.






## ***First Screen***

Specify what will appear on the screen when you turn on your Partner® v6: the MAIN MENU (default) or whatever was displayed last time when the power was turned off (*Resume Screen* option).

- Select *First Screen* on the *System Setup* menu to display a setup prompt.
- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.







## ***Auto Shutoff Period***

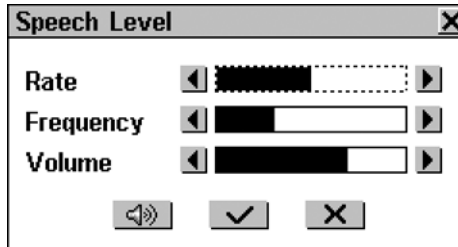
The automatic turnoff has a preset delay of 3 minutes. This feature saves the battery life and prevents accidental display damage by shutting the device down after the specified period of inactivity. The adjustable range is from 1 to 15 minutes.




- Select *Auto Shutoff* on the *System Setup* menu to display a setup prompt.
- Touch  or  or press ,  to adjust the *Auto Shutoff Period* with 2 minutes increments, or touch the chart bar for an instant change.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.

## ***Speech Level***

Shape your own pronunciation by adjusting the speed, frequency, and volume of the built-in speech synthesizer.

- Select *Speech Level* on the *System Setup* menu to display a setup window.
- Touch   or press ,  keys to adjust the *Rate*, *Frequency*, or *Volume* of speech, or touch any chart bar for an instant change. Use ,  keys to select an active bar.



- Touch  or press  to check the adjustment while listening to the phrase *This is a test*.
- Touch  or press ENTER to save the settings and return to the *System Setup* menu.

## Touch Screen Calibration


To restore the proper touch screen functionality or as part of an initialization procedure, the screen might have to be recalibrated manually.

- ♦ **Note:** If, for some reason, the touch-sensitive control fails, use the MENU, ENTER, and arrow keys to access the *Touch Screen Calibration* setup screen.
- Select *Touch Screen Calibration* on the *System Setup* menu to display a setup window with one target image in the upper left-hand corner.
- Touch the target center with the stylus. Repeat with three more targets, which will appear one after another.

- If the calibration was successful, a confirmation message is shown and the setup window closes. In case the *Mismatch!* message appears you will have to repeat the procedure.

## ***Schedule Alarm***


The *Schedule Alarm* setting applies to all records of the *Appointments* section: if turned on, which is the default, the *Schedule Alarm* goes off on the *Date* and at the *Time* of any *Appointments* record, producing an audible beep.

- Select *Schedule Alarm* on the *System Setup* menu to display a setup prompt.
- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.

## ***Telephone Line Type (Fax)***


The *Telephone Line Type (Fax)* setting should agree with the actual dial method used in your area. In the USA the *Tone* (touch-button) system is widely used, whereas in Russia the *Pulse* (rotary) dialing is standard. You can contact your local phone company to determine the type of your line.

- ♦ **Note:** *Telephone Line Type* can be selected for Fax only. *Telephone Line Type* for sending/receiving e-mail messages should be set for each provider separately (see page 141).
- Select *Telephone Line Type (Fax)* on the *System Setup* menu to display a setup prompt.

- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.

## **Date Format**

The default American *Month-Day-Year* date format can be changed to *Day-Month-Year*.

- Select *Date Format* on the *System Setup* menu to display a setup prompt.
- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.

## **Batteries Check**


You can check the current condition of the batteries being used in the unit any time.

- Select *Batteries Check* on the *System Setup* menu to display the condition of the batteries.
- ♦ **Note:** *DC power ON* message will be displayed in case if you use an external power supply.

## **PC-Link Baudrate**

You can specify the baudrate of data transfer from your Partner® v6 to a personal computer (see page 131).

- Select *PC-Link Baudrate* on the *System Setup* menu to display a setup prompt.

- Highlight the box next to the desired option by touching it or pressing an arrow key.
- Touch  or press ENTER to save the setting and return to the *System Setup* menu.

## SECURITY

A password can be set up in the system to make it possible for you to protect your personal records and lock up the electronic communication.

With no password set (default) all functions of Partner® v6 are freely accessible. After a password has been set, the following sections may be locked (manually or automatically) against unauthorized access:

### **Organizer**

- Telephones
- Memo
- Appointments
- Calendar
- Shorthand
- Drawing Board
- Voice Memo

### **Calculations**

- Loan Calculator
- Account Management

### **Communication**

- PC Communication



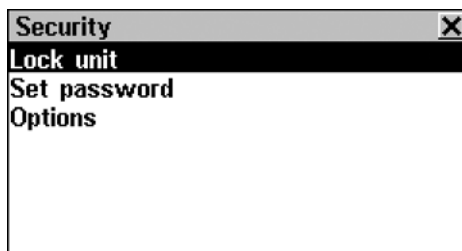
- Fax
- E-mail
- ISP Information
- Personal Information

## Setup


- Data Deletion

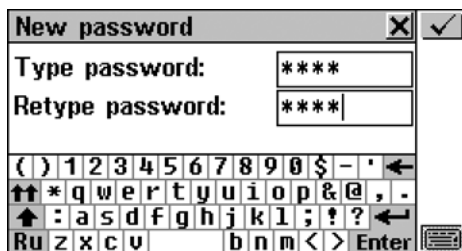
To gain access to any of these sections in the locked mode, a valid password must be provided.


- Select the *Security* option on the SETUP Section.



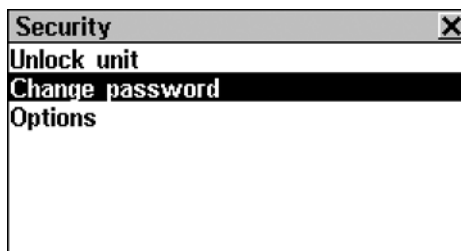
## Set Password

- Select the *Set password* option on the *Security* menu.
- Specify a password up to 8 symbols in length. Touch  or press ENTER. Retype the password for confirmation.



- Touch  or press ENTER to save the password. The message *New password set* will appear. Close the message box to return to the *Security* menu.

Setting or changing a password automatically activates the lock-up mode. Note the changes in the option names on the *Security* menu:



- ♦ **Note:** Always remember your password. If you forget it, you will have to reset the system, which may cause irrevocable loss of user's data.

## Security On

If a password is set, the data access is locked:

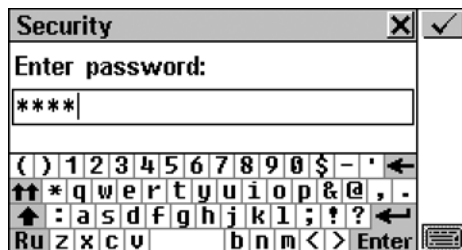
- Automatically – after a password has been set or changed.
- Automatically – when the unit is turned off, if this is the setting selected in *Options* on the *Security* menu.
- Manually – select *Lock unit* on the *Security* menu.


If *Lock unit* is selected while no password has been set, the message *Password not set* will be shown.

## Security Off

The *Security* mode may be suspended by entering a valid password at the prompt, when:


- The *Unlock unit* option on the *Security* menu is selected.
- Any of the protected sections is opened.



- Touch  or press ENTER to turn the *Security* off, which will be confirmed by the *Unit unlocked* message.

If you make a mistake, the *Invalid password* message will appear.

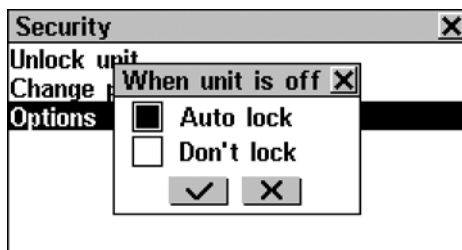
## Change or Remove Password

- Select the *Change password* option on the *Security* menu.
- Enter the password. The *Unit unlocked* message will be shown. Close the message window to continue.
- Enter a new password and retype it.
- ♦ **Note:** To delete a password and turn *Security* off, leave both password input fields blank and touch  or press ENTER. The *Password cleared. Unit unlocked* message will confirm the password removal.

## Options

- Select *Options* on the *Security* menu.

- Select one of the automatic *Security* modes:
  - *Auto lock* – to automatically activate data *Security* when the unit is turned off (either manually or automatically)
  - *Don't lock* – to keep the current setting unchanged on turn-off.

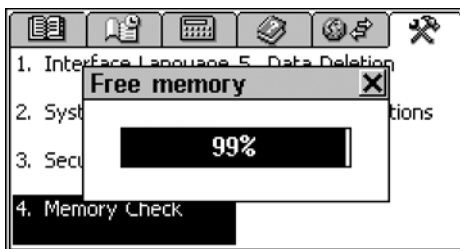


- ♦ **Note:** If you are concerned with data security, it is recommended to keep the default setting *Auto lock*.
- ♦ **Note:** With the *Auto lock* and *Resume screen* settings (see page 148), if one of the lockable sections was open when the unit was shut down, you will have to specify a valid password to re-enter this section.

## MEMORY CHECK

Instantly check on the free memory status with this SETUP option. If the memory is too low, the next chapter offers a radical solution.

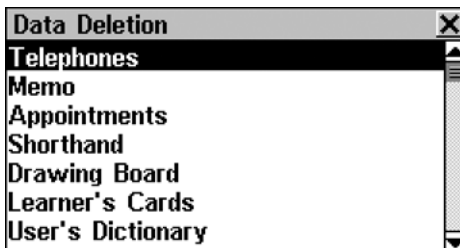
- Select the *Memory Check* option on the SETUP Section to see a *Free Memory* chart bar and a corresponding percentage figure.



## DATA DELETION

At some point you might decide it is time to free up the memory resources. You can make it much faster than deleting records one by one. The *Data Deletion* section gives you this opportunity.

- Select the *Data Deletion* option on the SETUP Section.



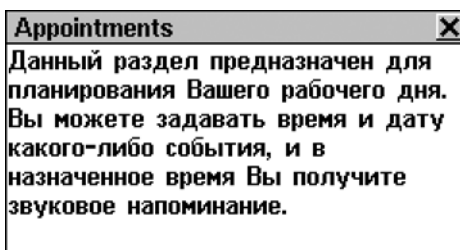
All Personal Organizer sections can be emptied separately or all together (the last option *All Organizer's Records*).

- Select an option from the *Data Deletion* menu and confirm a pop-up prompt.

## BRIEF OF FUNCTION

A short description of every Partner's section can be quickly looked up there.

- Select the *Brief of Function* option on the SETUP Section, or press SHIFT+HELP on the keyboard.
- Choose *Introduction*, or a chapter and a section name to display a relevant description, for example:



- ♦ **Note:** *Brief of Function* is only available in Russian.

## ABOUT

Here you can look up your Partner® v6 version number, which you may need to have on hand when seeking technical assistance from the manufacturer.

- Select the *About* option on the SETUP Section.

