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My Note  
Users Manual

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# Foreword

Many thanks for buying this product. We have invested much time and effort in its development in order that you may enjoy many years trouble-free work with your My Note.

## Notice

1. Buying new pen refills:  
The refills measure approximately 2.4mm x 67mm. We recommend that you use KANGHER, MINI STAR, SCHMIDT 628F and ROTRING brand products. Notes: Unsuitable refills may affect the functionality of the digital pen and cause damage.
2. Replace the battery of the digital pen if one of the following situations occurs:
  - a. The LED of the digital pen starts to flash.
  - b. The pen stroke is very distorted.
  - c. Lines appear where you have not written anything.
  - d. The line does not show or appears only faintly.
3. Note on the handling of the digital notepad and digital pen:
  - a. Keep the devices away from sources of strong magnetic or electromagnetic fields.
  - b. Do not place any magnetic objects on the digital notepad.
  - c. Do not take the digital notepad or digital pen apart.
  - d. Do not drop the device on hard surfaces. A strong impact may produce serious damage to the digital notepad and digital pen.
  - e. Do not use excessive pressure when replacing the pen refills and do not tap the refill on any surfaces. Apart from damaging the tip or the pen itself, this may cause further damage in its use.
4. Note on memory formatting:
  - a. If the folder information of the internal memory is not correctly displayed, format it using your computer.
  - b. If the folder information of the purchased memory card is not correctly displayed, format it using your computer.
5. Disposal of the digital notepad and digital pen:  
If the device is of no further use to you, please dispose of it in accordance with the directives specified in your country. If the device must be disassembled, you will find further information on the website.

# Getting Started

The My Note is a handy device for collecting together your handwritten notes. Whilst you make notes on paper, the My Note simultaneously digitally saves everything you write or draw to the memory.

These annotations can then later be displayed on a computer and edited. Furthermore, the My Note can be used as a graphics tablet.

## • Package contents



digital notepad

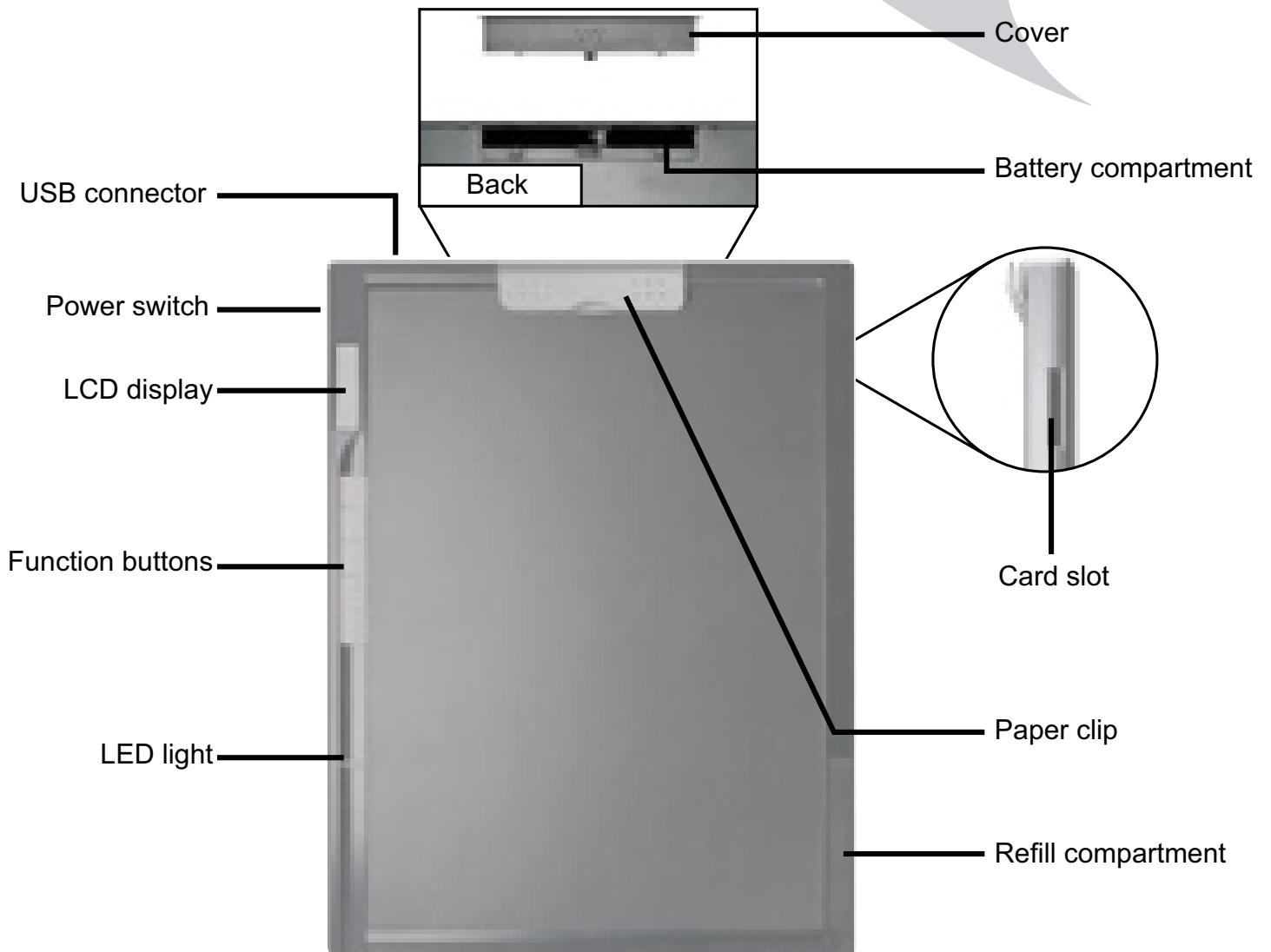


digital pen

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- Notepad
- Notepad cover
- 2 refills
- 2 plastic refills (for use in graphics tablet mode)
- USB cable
- 5 AAA batteries (4 for the digital notepad, 1 for the digital pen)
- Quickguide
- Software CD
- Battery charger (optional)

## • Digital Notepad

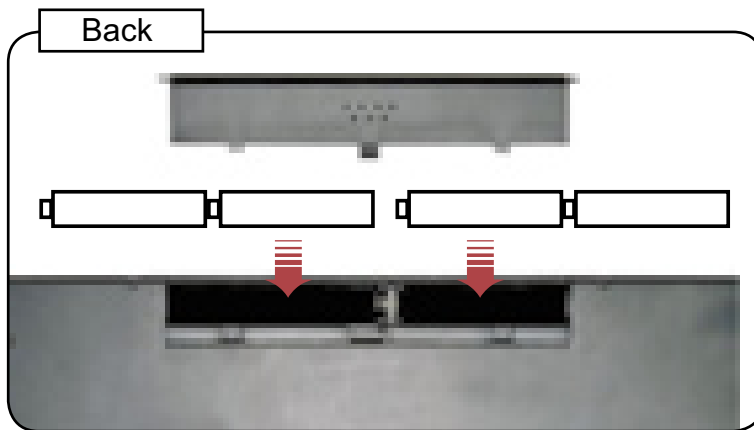


**!** Warning: The stack of paper used or block should not exceed a height of 13mm (135 sheets). The valid writing area is 216mm x 280mm.

## • Inserting the Batteries

### 1. Digital notepad:

The battery compartment is on the back of the My Note. To open it, gently press on the area with the holes and lift the cover up. You can now insert the four corresponding AAA batteries as shown in the following figure. Then shut the battery compartment.



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⚠ If you insert the batteries incorrectly you may damage the digital notepad.

Please note that the four AAA batteries allow for a writing life span of around 20 hours, although the real time will depend on the brand and quality of the batteries used.

### 2. Digital pen:

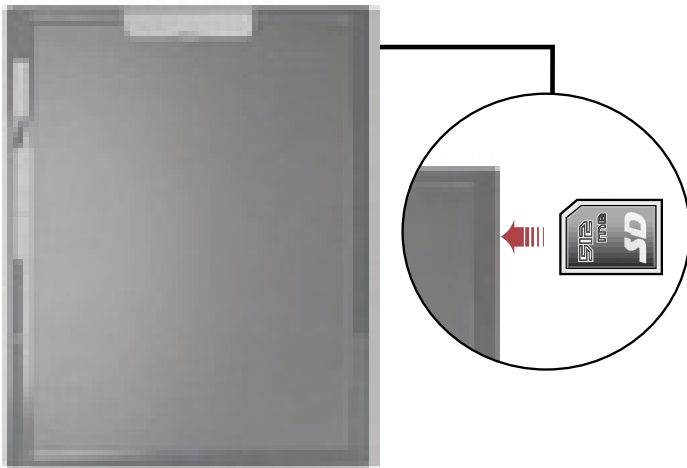
To change the batteries of the digital pen, unscrew the lower part from the upper part and insert the AAA batteries as shown in the following figure. Then tightly screw the two parts together once again.



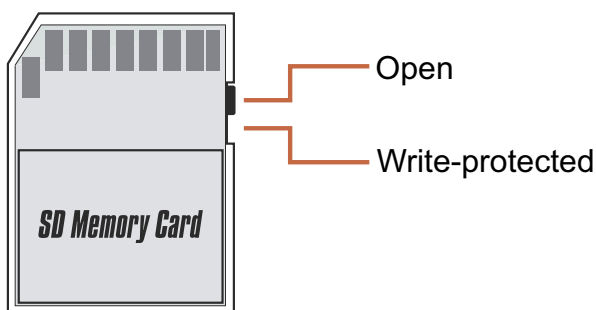
⚠ When the LED starts to flash, this means that the battery of the digital pen is almost empty. Please replace the empty battery with a new one.

## • Using a Memory Card (optional)

In addition to the internal memory, you may use an SD memory card with the My Note. Place the desired memory card in the corresponding card slot (see figure).



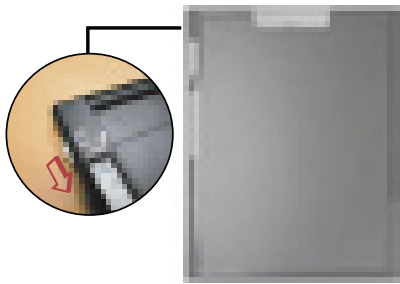
Please note that the used memory card cannot be written to as long as the write-protection is activated. To ensure that the memory card is not write-protected, move the small write-protect switch as shown in the following figure to the position “Open” before inserting the card.



**!** If you have inserted a memory card, this will be defined as the principal memory. You can access the internal memory of the My Note again once you have removed the memory card.

We recommend that you use a Sandisk™ memory card as this offers the best compatibility with the My Note.

# Saving Your Notes



In order to start operating your My Note, place the protective pad or a sheet of paper in position with the help of a paper clip and move the power switch to "ON". When you are through making notes, move the power switch to "OFF".

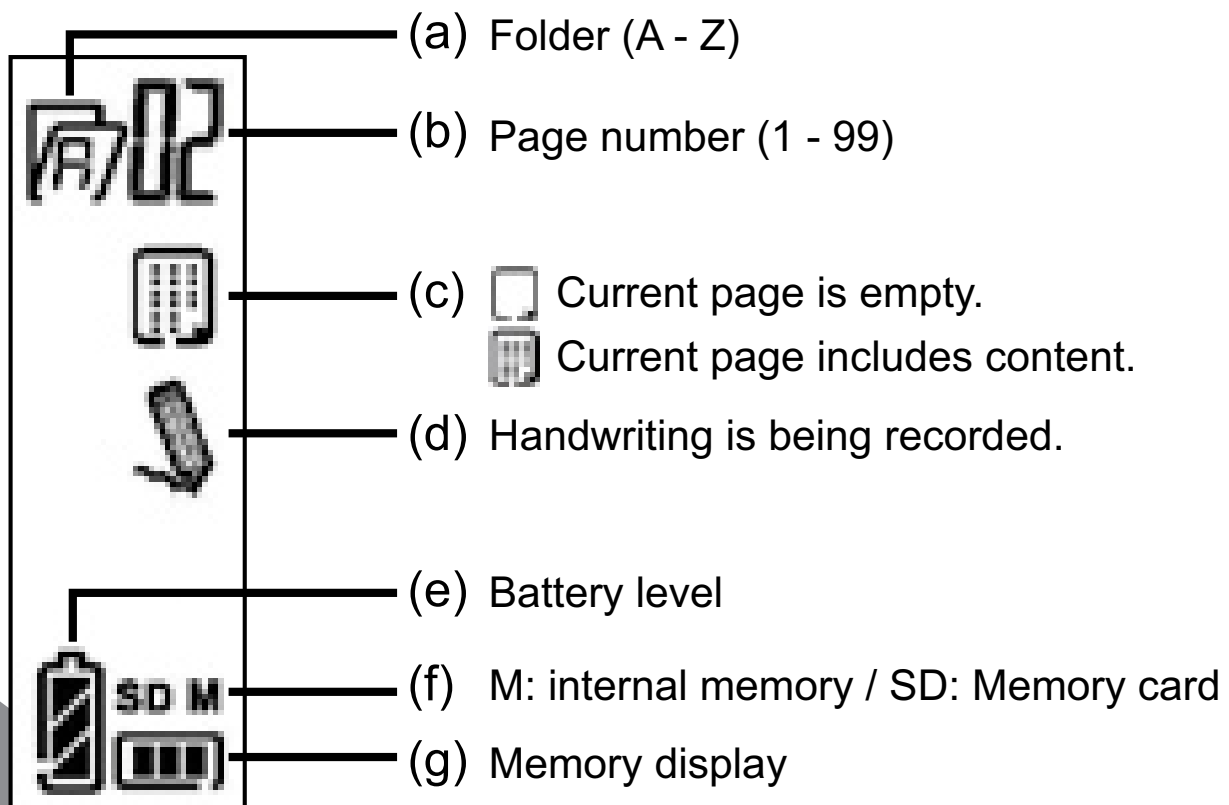
- ❗ If the My Note does not power up, please check the following:
1. that the batteries are correctly inserted,
  2. that the batteries have sufficient power left.

If a memory card is being used, it will take a little longer for the My Note to power on.

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Before you can begin to save your handwritten notes, you should first become acquainted with the LCD display of your My Note.

While the My Note is powered on, the following icons show in the LCD display.



## • LCD Display Icons

### • Pen icon



If you are using the digital pen, a pen icon appears in the LCD display. Please note that your writing can only be captured if this icon shows.

! If the pen icon does not display, please do the following:

1. Change the amount of pressure with which you are writing.
2. Check the energy level of the batteries.
3. Switch the My Note off and on again.
4. Check you are writing in the valid writing area.

### • Memory icon

If you are using the internal memory of your My Note, an “M” will show in the LCD display. If you are using an SD card, an “SD” will show in the display. All notes will then be saved to the memory card.

! Whilst you are using a memory card, you cannot access data in the internal memory. You cannot use the internal memory again until you have removed the memory card.

If you are using, for example, a memory card, and this doesn't show in the display, switch the My Note off and on again.

### • Pages icon

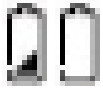


If you begin a new page, first you will see the icon of an empty page. As soon as you write, points will appear in the pages icon. When the page is full, the icon showing a full page shows.





## • Low Battery Level



When the icon for low battery level shows in the LCD display, you should change the batteries immediately. If the batteries are completely empty, the empty battery icon will appear.

! Rechargeable batteries and normal alkaline batteries have different properties. Please note that with rechargeable batteries, the battery icon will quickly change from “full” to “2/3 full”.

## • Memory Full



When the internal memory of the My Note or the memory card is full, the “memory full” icon appears in the LCD display. Either delete unnecessary contents or transfer your notes using the supplied software to your PC.

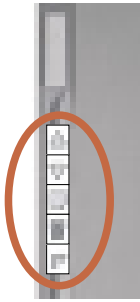
! The data size of a saved page depends both on the line stroke as well as on the number of words per page. The more you write, the greater the size of the file to be stored is.

When the memory is full, the pen icon does not appear any more when you write.

## • Software Installation

Depending on the version of your My Note, different software may be included with the product. Please refer to the instructions of the particular software documentation.

## • Function Buttons



The My Note has five function buttons on the left-hand side that that you will find helpful in the management and creation of your pages.

### • Creating a new, empty page



Press the button shown on the left to create a new page.

### • Alternating between pages



Use this button to navigate between existing pages.

### • Deleting page contents



To delete the digital contents of the current page, please press the pictured button. Then choose “Yes” with the arrow keys and confirm again with the “trash bin” button. Once the page has been deleted, the “empty page” symbol will appear again.



Using the “trash bin” button to delete contents is definitive and your work cannot be retrieved.

If you have inadvertently pressed the “trash bin” button, you can avoid deleting the page by choosing the “No” option.

### • Creating a new folder



To create a new folder, press the button shown on the left. In the LCD display you will see a new, flashing capital letter. If you press this button again a new folder will be created.

### • Alternating between folders

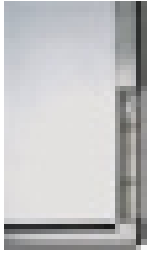


Use this button to navigate between existing folders.

## • Changing Pen Refills

In the side panel of your My Note you can store up to two refills. This makes it easy for you to replace an empty refill when your pen runs out of ink.

### 1. Opening side panel



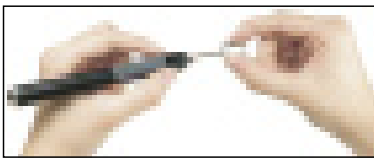
To open the side panel, press the cover a little and push to the right. You will find the refills in this compartment.

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### 2. Removing an empty refill from the pen



There is a clip hole in the side compartment with which you can remove the old refills from the pen. To do so, place the tip of the pen in the hole and tilt it. You can now take out the refill.



Or you can change the refill with the help of the supplied tweezers, whereby you simply pull out the old refill.

### 3. Inserting a new pen refill

After you have successfully removed the empty refill, you can now replace it with a new one. Push the refill carefully into the pen until it clicks into place.

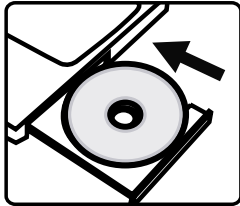
**!** When you change refills, you should use the least amount of pressure possible so that you do not damage the refill or pen.

Take care that the refill fits well in the pen otherwise it may be damaged.

# Using as a Graphics Tablet

## • Installing the Driver

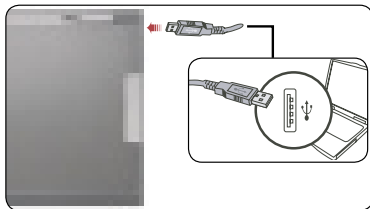
Important: It is essential that you install the driver and software first before you connect the My Note to your computer! Before you can use the My Note as a digital graphics tablet on your computer, you must install the supplied driver and software. Place the CD in the CD ROM drive of your computer. If your computer supports the “Auto Run”



function, an option screen will open. Click on the icon for “Driver installation” and follow the on–screen instructions. Depending on the version of your My Note, different software may be included with the product. Please refer to the instructions of the particular software documentation. The additional software simplifies the work but is not mandatory for operating the My

Note. After installation you must restart your computer.

## • Connecting to Your PC



After you have successfully installed the driver, you may connect the My Note to a PC. Connect the normal USB connector to the USB port of your computer and the mini USB connector to the USB port of your My Note. Now power on your PC and as soon as it is running, the My Note will be detected immediately.

To ensure that the My Note has been detected check for the following points:



1. The LCD display of the My Note shows the pictured icon.
2. The monitor icon shows in the task bar.
3. The LED of the My Note starts flashing.

! Never connect two or more My Notes to one computer as a computer cannot differentiate between them.

If the specified icons do not show in the LCD display, please check the USB cable. If necessary, disconnect it from the PC and My Note and connect it again.

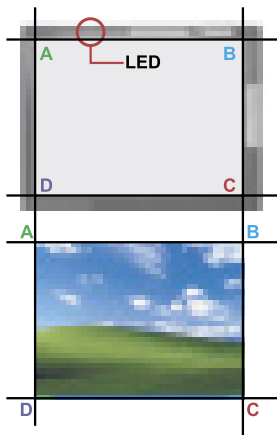
When you use the My Note as a graphics tablet it receives its power from the USB port of your computer. You do not therefore need to power on your My Note and it is not possible to save your drawings on the My Note.

## • Operating in Graphics Tablet Mode



Before using the My Note as a graphics tablet, you should position the supplied protective cover for the writing surface using the paper clip. This is the only way to be sure that the delicate surface of the My Note is optimally protected against damage.

## • Writing area



When you use the My Note as a graphics tablet you can move the mouse pointer with the digital pen. By default, the pictured writing area proportionally adjusts to the screen.

As soon as you work with the digital pen in the writing area, the LED begins to flash. When you begin to write, the LED goes out.

## • Function buttons

If you do not have a special graphics tablet pen you can simulate the mouse buttons with the help of the function buttons of the My Note.



**Left mouse button:** Tap the digital pen.

**Right mouse button:** Press the function button with the trash-bin icon.

**Double click:** Tap the digital pen twice quickly in short succession or press the function button with the folder icon.

! You can assign other functions to the function buttons using the supplied software. Find more information concerning this on the following pages.

If you have a special graphics tablet pen, you can use the buttons of the pen instead of the function buttons of the My Note.

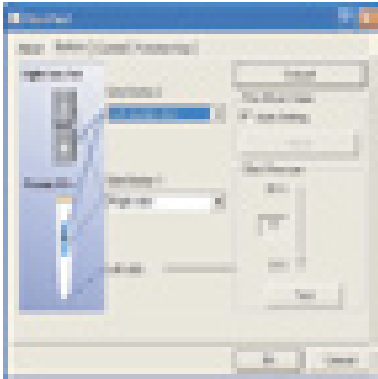
## • Customising the Graphics Tablet Functions

If you use the My Note as a graphics tablet you can customise the associated settings window with various functions according to your requirements.

1. Double-click on the “USB tablet” icon in the task list to show Settings.

! If the icon does not show, check that the USB cable has been correctly connected at both ends.  
If necessary, disconnect both connectors and then reconnect.

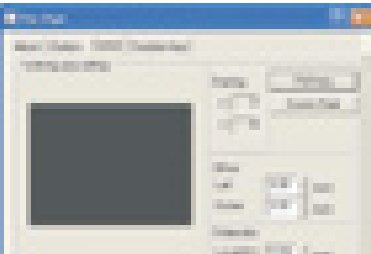
2. In the tab of the Settings window under “About” you can define the units of measure and tracking mode.

3.  Under “Buttons” you can choose whether to simulate the mouse buttons with the function buttons or a special graphics tablet pen.

Furthermore you can adjust the pressure of the digital pen or correct it as necessary.

! If you use a special graphics tablet pen, you can assign the settings of the buttons here too.

If you change the pen with which you are working, or find that it behaves oddly, use instead the standard settings on the “Adjust” function.

4.  The workspace of your graphics tablet can be altered in the tab under “Control”. Here there are several possibilities available. You can change the writing area by directly choosing it from the black box or you can enter a value. Remember that the smaller area you choose, the faster the cursor will move across the screen.

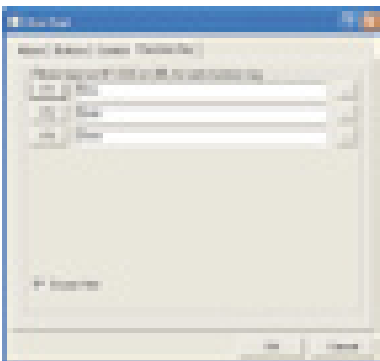
! If the adjusted work space seems abnormal, disconnect the USB cable at both ends and connect it again.

As soon as My Note is rebooted, the full work space will be selected. The settings of the driver have no influence over these settings.

5.



Hot keys  
(F1~F3)



In the last field of the tab you can assign any function to the hotkeys and the My Note function buttons which were not assigned the function of the mouse buttons. For example, any button can open, close, create a new document, even start a program, open an internet page and simulate further keys on your keyboard.

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# Appendix

## • Troubleshooting

<b>Problem</b>	<b>Solution</b>
The My Note will not power on.	<ol style="list-style-type: none"><li>Make sure the batteries are correctly inserted.</li><li>Check the energy level of the batteries.</li></ol>
The page contents are overwritten.	Create a new, empty page and start writing there.
When I write on the My Note, the pen icon does not show in the LCD display.	<ol style="list-style-type: none"><li>Change the pressure with which you write.</li><li>Check the energy level of the batteries.</li><li>Make sure you are writing within the work area.</li><li>There may be interference. Restart the My Note.</li></ol>
The writing alters or even disappears in some places.	<ol style="list-style-type: none"><li>Change the pressure or the speed with which you write.</li><li>Change the angle of the pen on the surface of the My Note.</li></ol>
The writing is badly distorted, faint or non-existent.	<ol style="list-style-type: none"><li>If you have not used the My Note for a length of time, check the battery level.</li><li>If you have changed the refill, check it is correctly inserted.</li></ol>
The writing appears irregular or illegible.	The refill may have been incorrectly inserted. Remove the refill and reinsert it again correctly.
After inserting an SD card, an "M" still shows in the LCD display instead of an "SD".	Make sure that the SD card has been correctly pushed into the slot and that the write-protection switch is set to "Open".
The memory is full before all existing available folders are full.	The My Note can usually store 2574 pages. The disk space can, however, depending on which memory card you use, differ greatly from this.



<b>Problem</b>	<b>Solution</b>
No more folders can be created.	You have already created the maximum number of folders (26 folders A – Z). Note: You cannot delete folders from your My Note. In order to be able to write more pages, you must first delete some other pages.
When the My Note is connected to a PC, the LCD display does not change and the My Note is not recognised.	<ul style="list-style-type: none"> <li>a. Make sure that the My Note is correctly connected.</li> <li>b. If you are using a USB hub, make sure that enough energy is being supplied to the My Note.</li> </ul>
After connecting the My Note to a PC, the PC icon does not show in the task list.	<ul style="list-style-type: none"> <li>a. Make sure the driver has been correctly installed.</li> <li>b. The My Note is not recognised by the PC. Check the USB cable.</li> </ul>
In graphics tablet mode the writing area is reduced.	This may be due to a driver error. Reconnect the My Note. The writing area should now automatically change to full screen.



## • Data sheet – My Note

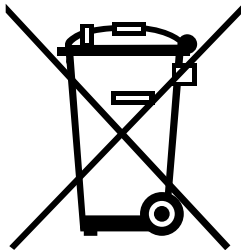
<b>Technology</b>	Electromagnetic
<b>Dimensions</b>	331.9 x 252.8 x 13.5mm
<b>Writing area</b>	216 x 280 mm
<b>Weight</b>	704g (672.8g without batteries)
<b>Max. tracking height</b>	13.5mm (corresponding to approx. 135 sheets)
<b>Internal memory</b>	32 MB Flash
<b>External memory card</b>	SD memory card
<b>Batteries</b>	4 x AAA batteries
<b>Battery life</b>	Writing: approx. 20 hours, standby 68 hours
<b>Energy consumption</b>	Writing: 120 - 130 mA, Standby: 35 - 45 mA
<b>Power supply</b>	Normal mode: 4 x AAA batteries Graphics tablet mode: via USB port
<b>Standby mode</b>	3 seconds auto standby
<b>Interface</b>	USB 1.1 (12 Mbps full speed)
<b>Function buttons</b>	5 buttons (information pages 9, 12 – 14)
<b>Supported operating systems</b>	Microsoft Windows XP/2000

## • Data sheet – Digital pen

<b>Diameter</b>	13.6 mm
<b>Length</b>	147 mm
<b>Weight</b>	28.4g (20.4g without batteries)
<b>Battery</b>	1 x AAA battery
<b>Battery life</b>	15 months
<b>LED display</b>	Flashes with low battery level

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## • Environment



Do not throw the appliance away with the normal household waste at the end of its life, but hand it at an official collection point for recycling.

By doing this you will help to preserve the environment.

