

Write2Go

User Manual

Release: March, 2020

Version: Mac v2.1

PenPower Technology Ltd.

Software User License Agreement

You are licensed to legally use this software program (“the Software”) by PenPower Technology Ltd (“PenPower”) under this license agreement (“The Agreement”). If you do not agree with any of the provisions in this Agreement, please do not install, copy or use the Software. By using the Software, you are deemed to fully understand and accept the provisions of this Agreement.

1. Intellectual Property

All intellectual property rights in the Software, together with all information and documents included in the packaging for the Software (including but not limited to copyrights), are property of PenPower or have been licensed to PenPower, and are protected by relevant laws and regulations.

2. License to Use

You are authorized to use the Software on one (1) single device only. You may not use the Software on any other machines other than the said single computer.

3. Authority to Copy

The Software and all documents included with the Software, and copyright thereof, are property of PenPower. You are licensed to make one (1) copy of the Software for your personal backup purposes. All other acts of copying are strictly prohibited. The backup copy shall not be installed nor used while the Software is being used.

You may not sell, lease, disassemble, reverse engineer, copy, translate, adapt or derive the Software, or obtain the source code of the Software by any other means. You may not use the Software for any purposes other than those permitted under this Agreement.

4. Business Users

If you need to install or use the Software on more than one (1) computer, please contact PenPower or our local distributor to purchase a license for the additional use.

5. Privacy Policy

This privacy policy explains what information PenPower may collect about you, how PenPower and other companies may use it, and tracking technologies that may be used to collect information. When you use our sites or our mobile applications (our "apps"), PenPower collect information about you and use it to facilitate and improve our services. PenPower may change this Privacy Policy at any time by posting a revised Privacy Policy on this page or apps download screen and such changes will be effective upon posting.

Information PenPower collect

a. Information collected automatically: When you visit our sites and use our apps, PenPower automatically collect and store information about your computer or mobile device and your activities. This information may include:

- Your computer's or mobile device's IP address

- Technical information about your computer or mobile device (such as type of device, web browser or operating system)

- Your preferences and settings (time zone, language, etc.)

- Your computer's or mobile device's unique ID number

- Your mobile device's geographic location (specific geographic location if you've enabled collection of that information, or general geographic location automatically)

- How long you visited our sites or used our apps and which services and features you used

b. Information you choose to provide: You may choose to open an account and provide us with information in order to use certain services or to take advantage of special offers. This information may include your name, serial number and related

information of the services, email address, phone number. You may choose not to provide us with any personally identifiable information. But if you don't provide certain information, you won't be able to use some of the services PenPower offer.

How PenPower use your information

We use your information to provide and improve our services, customize services for you, make special offers, better understand our users, diagnose and fix problems, and sell and display ads that may be relevant to you.

Email Address: PenPower use your email address only to allow you to log in to your account, send you confirmations (of your registration, purchase, etc.), and to send you messages as part of our services. PenPower will also use your email address to respond to your customer service inquiries.

Phone Number: PenPower use your mobile phone number only to send you SMS messages that you've requested.

Advertisers : Advertisers and advertising networks use tracking technologies to collect information about users' computers or mobile devices and their online activities (for example, web pages visited and searches made) as well as general geographic location and use that information to display targeted ads to users. PenPower sometimes allow these ad companies to collect such information when you use our sites and apps to enable them to display targeted ads to you.

Legal Matters: PenPower may use or disclose user information: in response to a legal request, such as a subpoena, court order, or government demand; to comply with the law; in connection with a threat of litigation; to investigate or report illegal activity; to protect the legal rights of PENPOWER, our customers,

our sites and apps or users of our sites and apps; or to enforce our rights or defend claims. PenPower may also transfer your information to another company in connection with a corporate restructuring, such as a sale or merger.

Mobile Device IDs: If you're using an app, PenPower use mobile device IDs (the unique identifier assigned to a device by the manufacturer), instead of cookies, to recognize you.

Apps

If you install one of our apps on your mobile device, your use of the app is subject to our app license agreement.

6. Liability

You agree to indemnify PenPower against all losses, costs, debts, settlement payments or other expenses (including but not limited to attorneys fees) arising from your breach of this Agreement, and you agree to compensate PenPower for all of the abovementioned damages.

7. Third Party Offerings

The Software may allow you to access the contents, software applications and data services of a third party, including but not limited to a variety of Internet applications ("Third Party Offerings") and interoperate with them. Your access to and use of any Third Party Offering is governed by the agreed terms and conditions in connection with the offering and the copyright laws of the country the third party belongs to.

Third Party Offerings are not owned or provided by the PenPower. Third Party Offerings may at any time for any reason be modified or discontinued. PenPower does not control, endorse, or accept any responsibility associated with Third Party Offerings. Any agreement between you and any third party

Offering, including privacy policies and use of your personal information, delivery of and payment for goods and services, and any other terms, conditions, warranties, or representations of the third party associated with such agreement is solely a dealing between you and the third party. You should take into consideration and shall assume all risks or responsibilities in connection with the use of "Third Party Offerings."

8. No Warranty

Effectiveness of a packaged software in handling information is closely related to its software and hardware environment. The Software is published following careful development and product testing by PenPower, but PenPower is not able to conduct tests based on all possible combinations of software and hardware environment. Therefore, PenPower is unable to promise nor warrant that there will be absolutely no risk of loss or damage of information, or any other kind of loss, during installation and/or execution of the Software. You must be fully aware of your risks in using the Software.

PenPower will provide you with the Software and support services in respect of the Software to the maximum extent permitted by law. However, PenPower does not warrant that the Software and information included in the package of the Software contain no defects or errors. PenPower is not liable for any indirect, special or incidental loss arising from the Software, including but not limited to loss of profits, damage to business reputation, cessation of work, hardware malfunction or damage, or any other commercial damage or loss arising from commercial use of the Software.

9. Limitation of Liability and Damages

Except as expressly specified and expressly agreed to in writing by PenPower,

PenPower shall not be responsible for any damage incurred by you for any reason under this Agreement, The maximum amount of compensation payable by PenPower, in respect of any damage incurred by you for any reason under this Agreement, is limited to the amount you have already paid to PenPower in respect of the Software.

Under no circumstances will PenPower be held liable for the possibility of loss, notwithstanding PenPower may be aware of the possibility of such loss.

10. Prohibition Against Sublicense

You are prohibited to assign the license in respect of the Software granted to you under this Agreement, or to grant a sublicense to another person.

11. Jurisdiction

With regards to any disputes arising from this Agreement, PenPower and you agree that the court having jurisdiction over the business location of PenPower will be the court in the first instance.

12. Miscellaneous

In the event that any provision of this Agreement is found to be invalid at law, such invalidity will not affect the validity of any other provisions, or the legal enforceability of such other provisions.

Menu

Chapter 1 Product Introduction	1-1
Chapter 2 Start to Use	2-1
2.1 System Requirements	2-1
2.2 Software Installation.....	2-1
2.3 Install the Hardware	2-2
2.4 Write2Go Introduction	2-2
2.5 Launch Write2Go	2-4
2.6 Calibrate the writing pad	2-5
2.7 Registration	2-6
2.8 Writing Guide	2-6
Chapter 3 Make a Memo.....	3-1
Chapter 4 PenPower Memo Board.....	4-1
Chapter 5 Settings & FAQ	5-1

There may be newer versions of the software that was released during or after this product's manufacturing date. If the content in the User Manual differs from the on-screen interface, please follow the instructions on the on-screen interface instead of the User Manual.

Chapter 1 Product Introduction

※ Write, share and manage digital memos effectively

- Take notes and make to-do reminders, shopping lists with one simple click.
- The memos can be saved and scheduled in Google Calendar.
- Distinguish different categories of memos with labels and colors.

※ Send instant messages with your own handwriting

- Send inking messages or drawings to contacts through the PC / Mac versions of LINE, Facebook Messenger for Desktop, Skype, QQ , WeChat, KakaoTalk and Nimbuzz.
- Provide several brush sizes and colors for users' different requirements.

※ Send signatures to e-documents on PC / Mac

- It is not necessary to print out the quotations or contracts for signing. Just sign on the panel, send the handwriting signature to e-documents on PC / Mac, and then complete the signing process efficiently.
- Support file formats such as Word, Excel, etc.(For Mac, PDF and image is not supported.)

※ Leave a memo or sketch on the go

- Users can freely leave a memo, message or sketch on the writing pad without connecting to computers.
- Write2Go is a great eco-friendly tool for saving paper. With sealed 3v watch battery, Write2Go supports over 50,000 erase cycles.

Note: This product does not provide handwriting recognition.

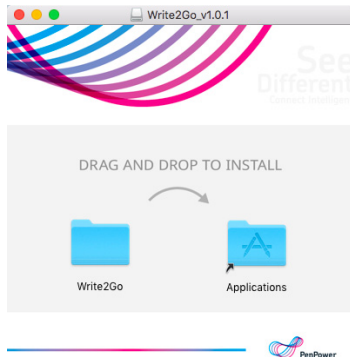
Chapter 2 Start to Use

2.1 System Requirements

1. Mac OS X 10.9 or above
2. USB port

2.2 Software Installation

1. Please open web browser and link to: <http://d.penpower.net/wg> and select the software of the computer platform you are using to download.
2. After the download is complete, double-click the file to execute, and then directly drag the Write2Go folder into Application folder to install.



2.3 Install the Hardware

Please connect your Write2Go to the computer via USB port, the blue LED will light up when connected.

2.4 Write2Go Introduction



[Write2Go] uses the latest Boogie Board™ LCD eWriter technology, the real time display will shows your writing on the panel.

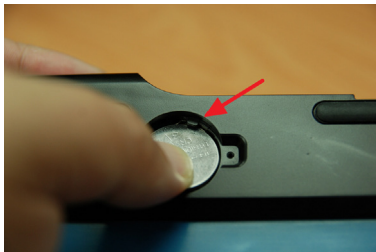
The Blue LED will flash when you clean the writing on the writing pad and the panel will flash at same time, the cleaning process is about 1.5 second, please write after the cleaning process finish.

The Way to Change Battery

1. Loosen the screws of the battery cover at the back side, and open the battery cover to remove the old battery.



2. Put the new battery in, and then cover the battery cover and tighten the screw to finish.



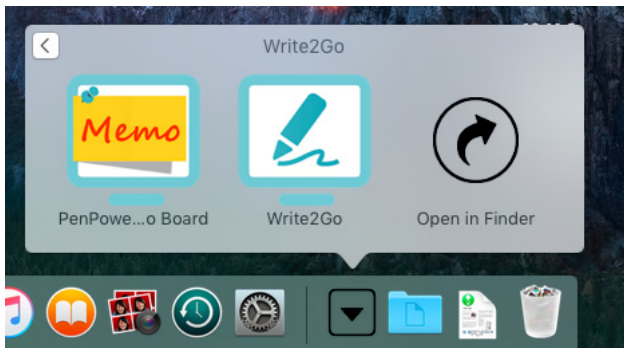
To clean the writing will consume power, the writing pad comes with CR2032 button battery which can let you clean for 50,000 times. If you can't clean your writing on the writing pad without USB cable connected, please change your CR2032 battery.

Note 1. Your inking won't be recorded during cleaning process.

Note 2. Please remove the plastic cover on the battery before using.

2.5 Launch Write2Go

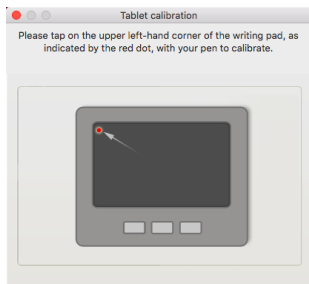
After installation, click [Go]/ [Applications]/ [Write2Go]/ [Write2Go] to launch the program.



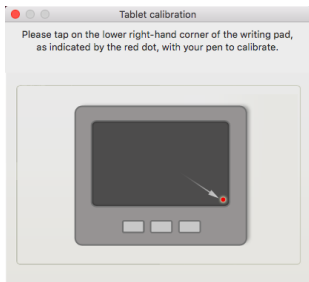
2.6 Calibrate the writing pad

Please follow the instruction on the screen to calibrate when first using to avoid any shift inking.

1. Please tap on the upper left-hand corner of the writing pad, as indicated by the red dot, with your pen to calibrate.



2. Please tap on the lower right-hand corner of the writing pad, as indicated by the red dot, with your pen to calibrate.

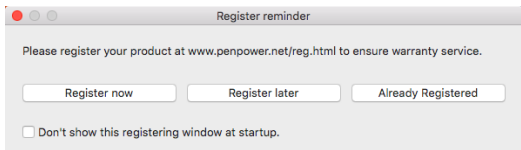


Tip 1 : You can select [Reset] to start the calibration again.

Tip 2 : After the calibration, the new configuration would take effect immediately. You do not need to reboot or reload Write2Go program.

2.7 Registration

The system will ask you to register for warranty at your first run. Please press [Register now] to start registration or click [Register later] to skip this procedure. You can register later on from [About]/[Register]. If you want to choose [Register later] and do not need to be reminded again, you can check [Don't show this page at startup]. If you have registered, please click [I'm already registered], this reminder will not display next time you launch this application.



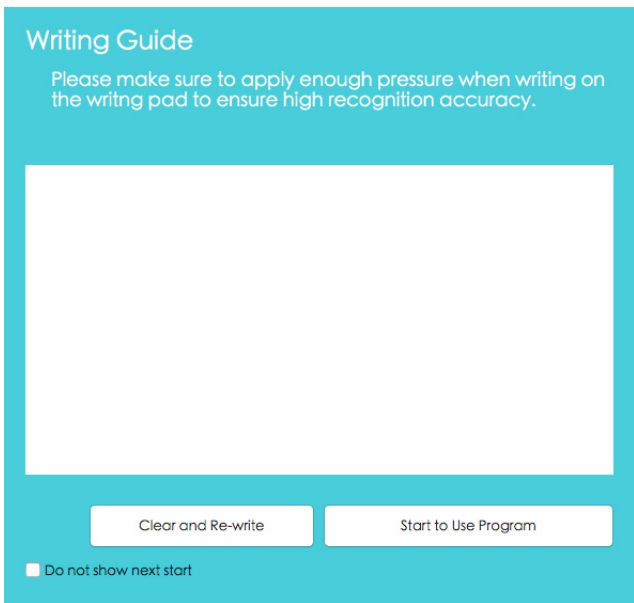
Tip: If you don't need the [Registration Reminder] anymore, you can check the [Don't show this page at startup].

2.8 Writing Guide

Please make sure to apply enough pressure when writing on the writing pad to ensure high recognition accuracy. Therefore, the Writing Guide will help you to test your writing strength after calibration. Please write on the writing pad, the Writing Guide will show your writing on the screen.

If you find the inking is intermittent, you need to increase your writing strength. Please go to the [Clear and Re-write] on the bottom of the Writing Guide and try to increase the strength slowly.

If the first writing is very clear, you may reduce the strength and find suitable writing strength.

The image shows a software interface for a writing guide. It has a teal background. At the top left, the text "Writing Guide" is displayed in white. Below this, a white text box contains the instruction: "Please make sure to apply enough pressure when writing on the writing pad to ensure high recognition accuracy." In the center of the interface is a large, empty white rectangular area, which serves as a writing pad. At the bottom of the teal area, there are two white buttons: "Clear and Re-write" on the left and "Start to Use Program" on the right. Below the buttons, there is a checkbox with the text "Do not show next start" next to it.

Writing Guide

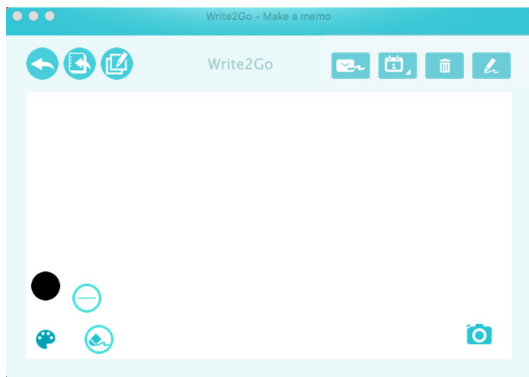
Please make sure to apply enough pressure when writing on the writing pad to ensure high recognition accuracy.

Clear and Re-write

Start to Use Program

Do not show next start

Chapter 3 Make a Memo



: Send to Apps



: Append



: Place on PenPower Memo Board



: Stroke Settings



: Stroke Color



: Stroke Width



: Send via E-mail



: Export to Outlook / Google Calendar



: Clear



: Write to Define










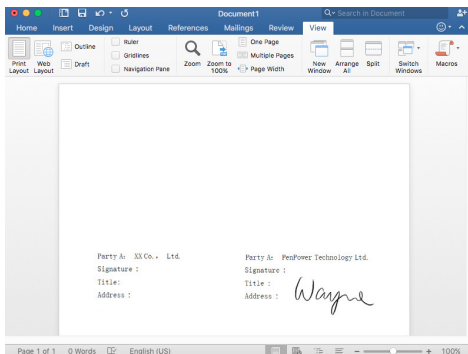
: Eraser



: Take a Screenshot

1. The Write2Go Make a Memo can let you use the signature function or use it chat on the instant messenger software. Please open the document you want to sign, for example Microsoft Word, and click on the place that you want to sign, the up side will show the name of the software to apply, for example Microsoft Word.

2. Before signing, you can adjust the stroke width by clicking  from  or click  to change color.
3. You can sign on the writing pad after setting up, you can press the [Clear] button or  at anytime to redo or correction or click  from  to correct.
4. When you finish your signature, press the [Send to Apps] button or  on the writing pad or screen, you will see your signature on the document. If you press the send button again, you can recall the signature for correction or redo or send to another document.




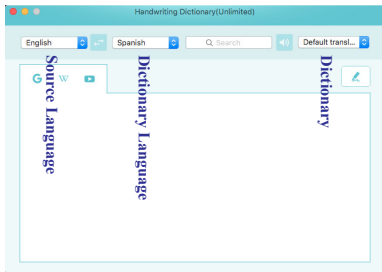
5. The signature dialog will condense automatically for preview, if you wish to insert another signature, please write on the writing pad or click the [Minimize/Recall Dialog Window] button to recall the dialog window.

Reminder: It will display writing after uplift the pen.




Note: On Mac, Write2Go doesn't support to sign on PDF file.

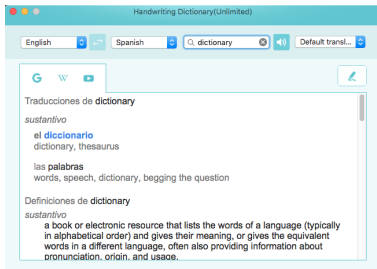
Write to Define

Click  to open Write to Define function, please click the drop-down menu on the top-right to choose the online/offline dictionary you want to use, and click the drop-down menu on the top-left to choose the language you want to write, E.g English, then choose the dictionary language you want to look up in the middle drop-down menu.

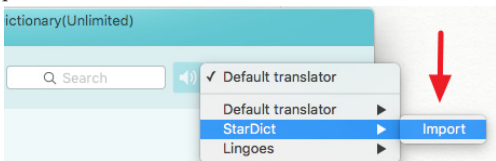


Tip: If the language you want to use is not in the list, please click [Adding other language recognition] at the list bottom to add new language.

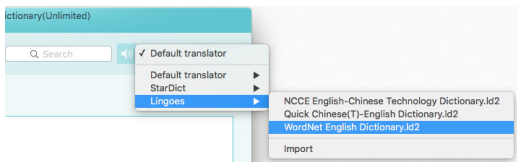
After setting, you can start to write on the pad, then you will see the words appear on the search bar, and soon the dictionary content will show. At the same time you can also hit    on the toolbar to search on Google/Wikipedia or YouTube.



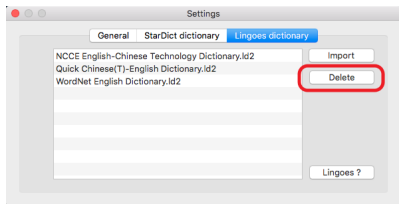
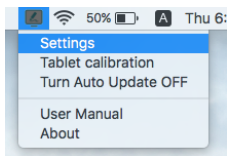
Write2go allows you to import Stardict dictionary files (*.bz2) and Lingoes dictionary files (*.ld2). You can find the shared dictionary files on internet, and click the link to download then save the dictionary file into your computer, if you have had the dictionary files, please follow the figure below to import.



After importing, you can choose Stardict/Lingoes dictionary under [Dictionary] to use, please remember to choose the recognize language which that dictionary file supports, for example you import a English - Spanish dictionary, you have to choose English as recognize language.




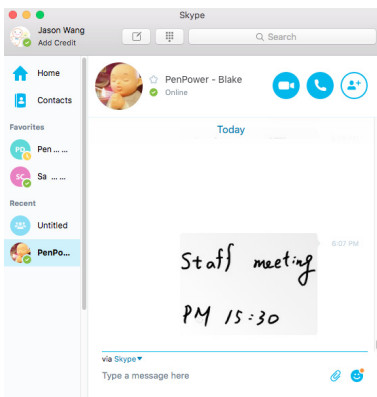
If there is any dictionary you don't want to use, you can delete from the Settings.



Instant Messenger

Other than sign on the documents, this function is also support multiple IM software. You can use not only the computer font style and the writing or drawing to have more fun while chatting.

Under the Make a Memo, please click on the chatting area of the IM and you can start writing. After you done your writing, just press the send button  and the writing/drawing will send to the IM software, if you want to keep writing, just write on the writing pad and recall the software dialog window.




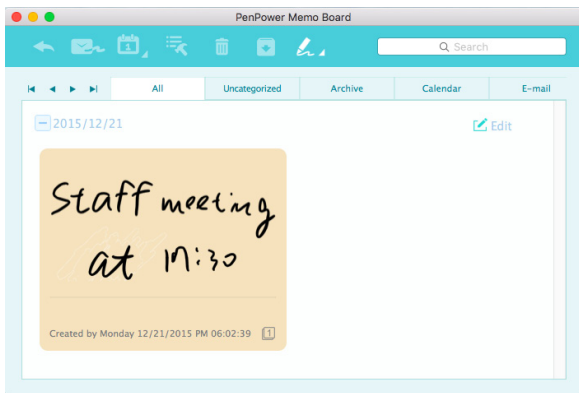
Supported IM software: Line, WhatsApp, Facebook Messenger for Desktop, Skype, QQ, KakaoTalk, Nimbuzz and WeChat PC version and more supported software as below:



Application	IM Software
Microsoft Word(Win/Mac)	Line(Win/Mac)
Microsoft Excel(Win/Mac)	QQ(Win/Mac)
Microsoft PowerPoint(Win/Mac)	WeChat(Win/Mac)
Microsoft Outlook(Win/Mac)	Facebook Messenger for Desktop(Win/Mac)
Microsoft Paint(Windows only)	Skype(Win/Mac)
Microsoft Sticky Notes(Windows only)	KakaoTalk(Win/Mac)
Acrobat PDF Reader(Windows only)	WhatsApp Web version
Foxit PDF Reader(Windows only)	Viber(Windows only)
Open Office(Win/Mac)	Nimbuzz PC version(Windows only)
Keynote(Mac only)	iMessage(Mac only)
EverNote(Win/Mac)	WhatsApp
OneNote(Win/Mac)	
Metro Mode App in Win8	
Universal Windows App in Win10	



Chapter 4 PenPower Memo Board

Other than Signature and Inking chat function, Write2Go also provides the memo management function.

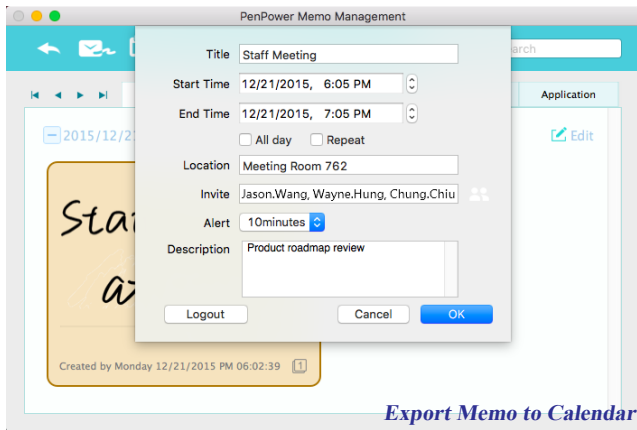
Under the Make a Memo, press [Place on PenPower Memo Board] button or click  on Write2Go toolbar to manage your memos, and send the content for future use.



If you find the writing space is not enough, just click [Add another page] button or click , the software will record the first paragraph and let you continue writing and so on. When you finish, just press [Send to Apps] button or click  to send it to Memo Management Tool and combined in one memo page.

When you're done with items on the memo, you can double click the note, and then click  on the memo to archive the memos, and you can go to the archive category to view the archived memos; To restore to the archived memos, just click  on the memo.


By pressing the function button, you can send your writing to others via email or add memo in Outlook/Google calendar as reminder.

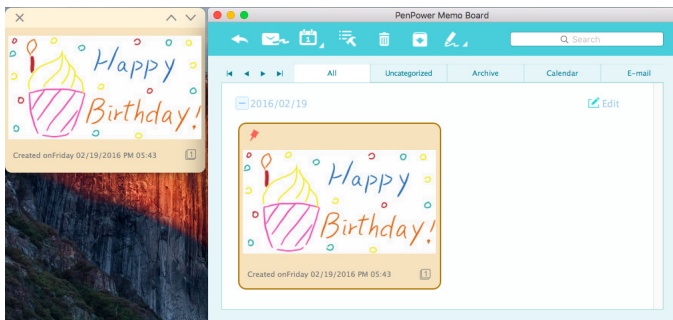
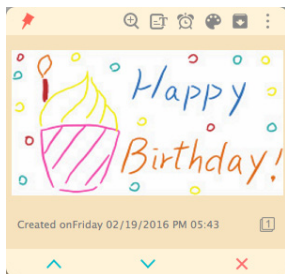


Export Memo to Calendar

Reminder: Please login your Google account when first time launch, if you want to change Google account, please click [Logout] button to logout,


In PenPower Memo Board, you can manage categorize the memos or add note for them. Also you can send email with the memos attached, or send to your contacts for Calendar reminder. Double click on the memo can magnify the content.

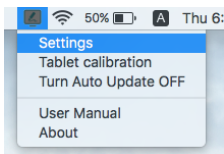
You can double click on the memo, and then click  on the toolbar, that memo will be pinned to the desktop which helps you not missing important things with more efficiency.



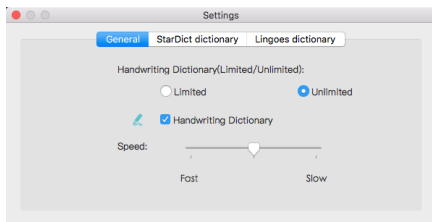
Chapter 5 Settings & FAQ

Settings

Please click  on the upper-right corner of desktop toolbar to open the Settings.



If you find inaccuracies handwriting or any offset just click [Writing Pad calibration] to calibrate again.



If you don't need Write to Define function, please check the option to disable. Moreover, in the Write to Define function, you can choose to write in Unlimited Handwriting Mode or limited Handwriting Mode, and also can increase or decrease the recognize speed after you write.

If you still have any question about the operation, please click [About] to send the feedback ,please note to describe your question in details, and we will reply as soon as possible.



FAQ

1. Why the Write2Go panel keep flashing while cleaning?

The panel keep flashing is normal procedure, the panel will flashing for 1.5 second and the blue LED indicator will flash as well, please wait for procedure finish before writing.

2. Why it cannot clean handwriting without USB cable connected?

That is because the battery is low, you need to change the button battery, please refer to user manual page 3-2 for battery replacement.

Write2Go User Manual

Release: March, 2020

Version: Mac v2.1