Product Introductions

◎ Front of Memo Pad

Append Another Page (Multi-page)

Send to PenPower Memo Board (No function when offline)

LED

Switch writing functions (No function when offline)

Send to Apps / Save (Offline)

Clear

Writing Area

PenPower

◎ Back of Memo Pad

Power Switch

Battrey Cover

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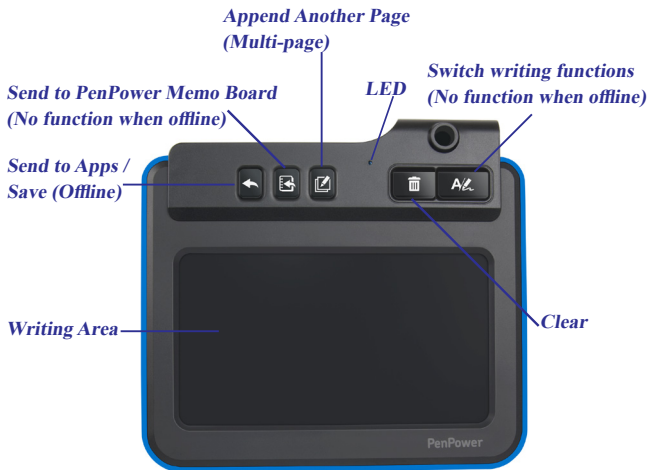
[Write2Go Anywhere] uses the latest Boogie Board™ LCD eWriter technology, the real time display will shows your writing on the panel.

The Blue LED will flash when you clear the writing on the memo pad, and the panel will flash as well, the clearing process is about 1.5 second, please write after the clearing process finishes.

Note: Your writing won't be recorded during cleaning process.

It consumes power when clearing, the memo pad comes with two AAA batteries which can clear at least 50,000 times. If you can't clear your writing on the memo pad, please change the batteries.

In addition, the memo pad has built-in memory, so you can still leave and save the memos when it is offline. As long as the power switch on the back is turned on, you can write and erase. After writing, press the [Send] button ⬅ on the memo pad to save to memory, which allowing you to store up to 400 notes.

Note: If you idle the memo pad for more than 30 seconds in offline mode, it will enter sleep mode to save power. Tap anywhere on the writing area can wake it up.

Start to Use

Note: This product does not provide handwriting recognition.
If no CD-ROM, download the software from (www.penpower.net)
The instruction and operation is based on Windows system.

◎ **Install Write2Go Anywhere**
1. Insert the CD, the auto installation will start, please select the "Language" you need to install.

2. Please follow the instruction to install.

3. When installation finished, please restart the computer.

4. Please connect the memo pad to the computer USB port, the blue LED will light up when connected, please note you don't have to turn on the power switch.

5. If you want to use it offline, please turn the switch on, and remember to turn it off when not in use.

◎ LED Indicate Table

Online	
Status	**Indicate**
Power on	Blue LED always on.
Save/Append one page	Blue LED extinguishes when saving.
Send/Clear	Blue LED extinguishes when clearing.

Offline	
Status	**Indicate**
Power on	Blue LED always on.
Save/Append one page	Blue LED extinguishes when saving.
Clear	Blue LED extinguishes when clearing.
Low battery	Red LED blinks.
Sleep mode	Blue LED extinguishes after 30 secs.
Out of memory	Red LED stays on for 10 secs.

◎ Open the Software

1. Go to [Start]/[All Program]/[Write2Go Anywhere]/[Write2Go Anywhere] to run the program.

Tip: When connecting the memo pad, the software will run automatically .

2. Please follow the instructions on the screen to calibrate to avoid any shift inking when first time using.
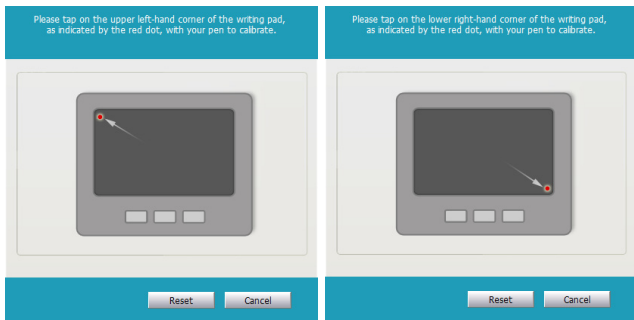
3. After calibration, you will see the Writing Guide on the screen.

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

5. 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.

Reminder: It will display inking after uplift the pen.

Writing Guide

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

☐ Do not show next start

| Clear and Re-write | Start to Use Program |
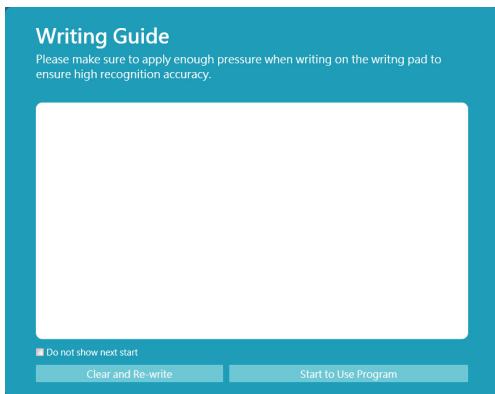
6. After testing, you will see the Write2Go Anywhere-Make a Memo software shows up.

Send to Application

 : Send to Apps   : Signature   : Settings

◎ Start to Take a Memo

1. Now you can start to write down anything. Under the [Send to Application] function, open the document file where you want to save the handwriting, such as a Microsoft Word, and click the cursor to the location you want to send the handwriting to.

2. When writing, the handwriting will only appear on the memo pad. You can fill/add the stroke at any time, or you can press

the [Clear] button 🗑 on the memo pad to rewrite it. When you finish writing, please press the [Send to Apps] button ↰ to send the handwriting, the handwriting will appear on the document.

3. If one page is not enough to write, press the [Append another page] button 🖉 on the memo pad, the current memo will be saved, and you can continue to write more. Afterwards, the software will combine all the contents into one memo.

4. If you want to save the memo for future use, after you finish writing, please press the [Send to PenPower Memo Board] button 🖃 in the middle of the memo pad, it will be sent to [PenPower Memo Board] application to save and pin it on the desktop for reminder (the pinning function can be canceled in the settings).

5. If you are using it in offline mode, remember to press the [Send to Apps] button ↰ on the memo pad to save it in the memory, and then save it to the computer through the [PenPower Memo Board] application.

6. To load the offline memos, open the [PenPower Memo Board] application and connect the memo pad to the computer, you will be asked to download the offline memos, and the offline memos will appear in the [PenPower Memo Board] application after downloading.

Note: Please refer to the follow-up instructions for [PenPower Memo Board].

PenPower

Thank you for purchasing PenPower product.

Please register your product on *www.penpower.net/reg.html* to ensure warranty service:

- **1 Year Warranty**
- **Software Updates**
- **Technical Support**

Note:

- The warranty period begins on the purchase date, standard warranty period ends 12 months after the purchase date.

- Product warranty is limited to the origin of purchase. Users might pay a service fee when requesting warranty service in different country.

- A copy of the official invoice must be submitted as proof of purchase for warranty service.

PenPower

Product Name: _____

Purchase Date: _____

Dealers Signature

◎ Signature Function

1. Under [Signature] function, please click the cursor on the application of document you want to sign on, then you can start to sign.

2. After signing, press the [Send to Apps] button on the pad to send the signature to the document.

Note: For PDF file, only support Adobe v11.0.8 or higher version or Foxit v6.0 or higher version.
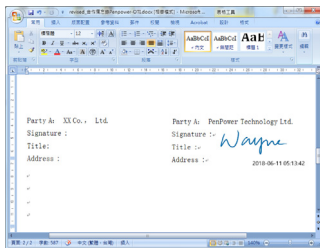
PDF File Awareness

If you want to insert the writing or signature to the PDF file, you need to ensure mouse cursor had clicked on the PDF application , so that you can insert the signature correctly.

If the cursor is not on the PDF application correctly, please left click on the blank space of the taskbar then left click the place you want to send on the document. Now the software should be able to detect and you can write and send.

Click on the blank area on the taskbar then click on the signature spot on the PDF file.
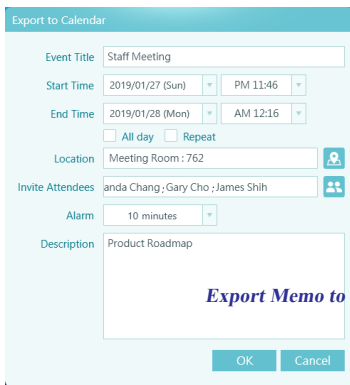
PenPower Memo Board

1. [PenPower Memo Board] is the software that manages all the memos you made. After writing memos, press the button [Send to PenPower Memo Board] 🔁 on the pad, you can open the PenPower Memo Board and save the memos, and the memos will be pinned on the desktop for reminders..
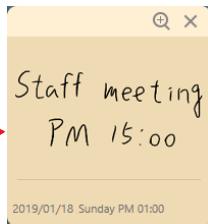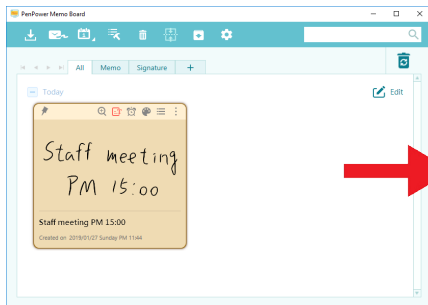
2. When there is any offline memo in the memory of memo pad and is connected to the computer, PenPower Memo Board will ask whether to download the offline memo. After download, the offline memo in the memory will be earsed.

3. You can add notes for the memos or categorize them. You can

double-click or click on the memo to enlarge it. To delete a memo, just click on the item you want to delete, and then click on the toolbar above.

4. By clicking the function buttons on the toolbar, you can send your writing to others via Email, or add memo in Outlook/ Google calendar as reminder.


Export Memo to Calendar

5. The memos you stored will be automatically recognized into the texts so that you can search by keyword in the future. If the recognition is wrong, please click above the memo to manually correct it.

6. The default recognition language is your system language. If you want to add other language recognition, please adjust according to the guidelines in the settings.

7. In addition, you can manually merge the memos. Click [Edit] in the upper right corner, then check the memos you want to merge, and then click on the toolbar to merge.

Write2Go Anywhere also supports Mac OS X, please insert the CD to the CD-ROM, and double click the dmg file to install. After installation, please drag the program to the application folder to finish.
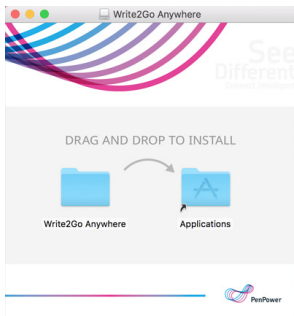
After the installation, please click [Go]/[Application]/[Write2Go Anywhere] to start the program. The operation is similar as Windows.

When you first start, please follow the instruction to do the calibration and Writing Guide for initial use.

If you need to open the setting menu or use other functions, please right click on the main function list and select (more) on the toolbar.

* For more information, please read the instruction manual in the installation disc or open the instruction manual on the toolbar.