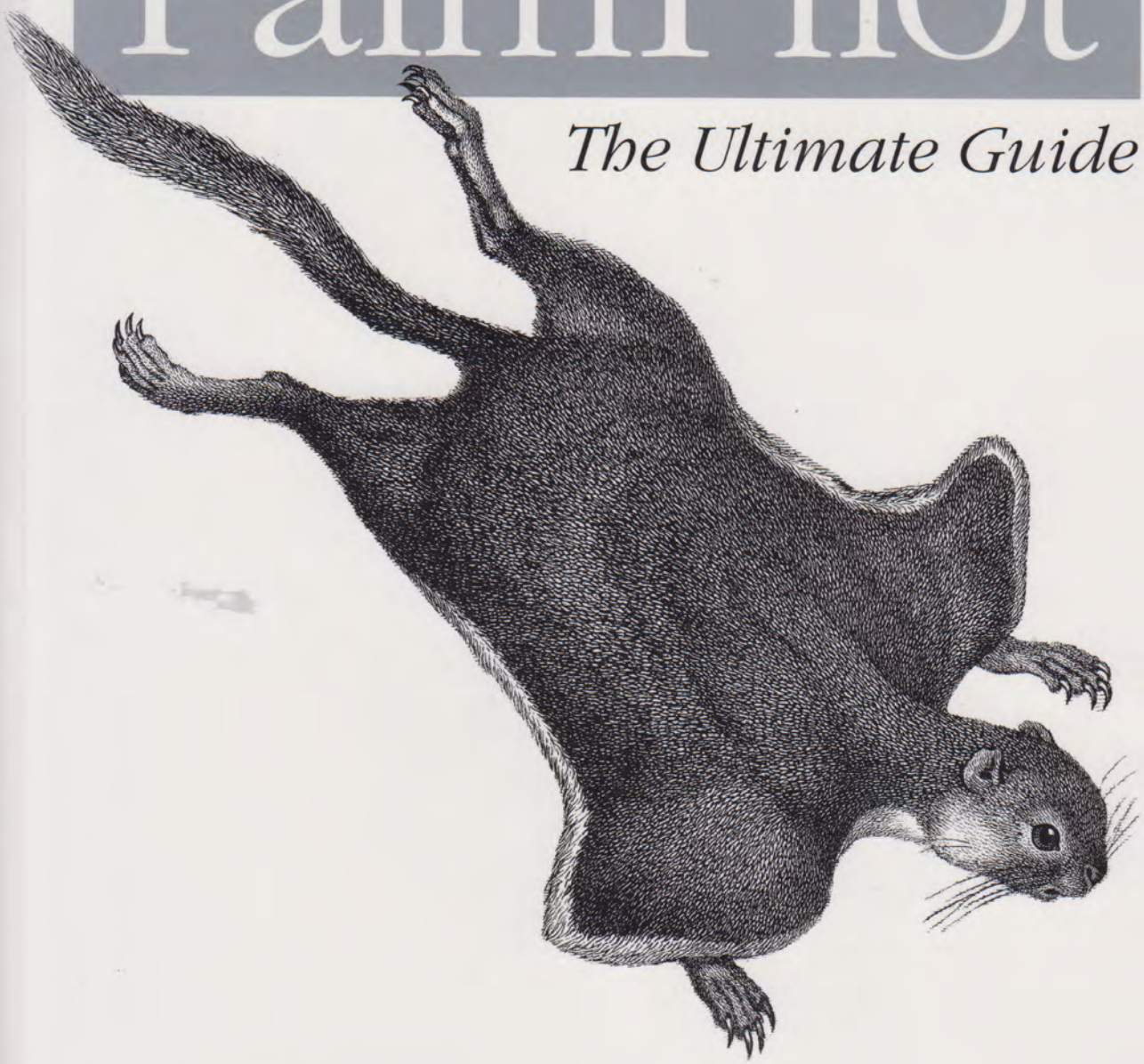
Mastering the PalmPilot, WorkPad, and Palm III Organizers

Includes CD-ROM for PC & Mac

PalmPilot

The Ultimate Guide



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PalmPilot: The Ultimate Guide

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PalmPilot: The Ultimate Guide

David Pogue

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PalmPilot: The Ultimate Guide
by David Pogue

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In this chapter:

- *PalmPilot Basics*
- *The Stylus, Screen, and Light*
- *Battery Notes*
- *The Lineup of Models*

1

The 3×5-Inch Powerhouse

PalmPilot Basics

Before you fall in love with your little machine, spend a moment marveling that it's actually nothing more than a pile of plastic, silicon, and glass. The PalmPilot is 4.7 inches tall, 3.1 inches wide, and 0.6 inches thick. It weighs 5.7 ounces (including two AAA batteries) and has a 160-pixel-square, black-and-white, touch-sensitive screen. A Motorola 68328 processor chip inside runs a special operating system called the Palm OS that—talk about optimized!—uses only about 40K of memory. (If you're keeping score at home, that's about one-quarter of 1 percent of the memory required by Windows 95.)

The PalmPilot has no moving parts and doesn't accept disks of any kind; everything it knows is stored in memory, which helps explain why this machine is so fast and so rugged. Many of the usual encumbrances and trouble spots of actual computers simply don't exist on the PalmPilot. For example, there's no startup delay when you press the power button. Nor is there a Save command; your work in progress is always kept up-to-date automatically. A "launching pad" screen lists all your programs and lets you choose which to work with—but programs load instantaneously, and there's no Quit command. You eventually come to feel as though *all* your programs are always running.

The PalmPilot has no keyboard, either; to get information into it, you can either "write" on the glass, tap a tiny onscreen keyboard, or transfer stuff from your real computer. These data-input methods will be covered in depth in Chapter 3, *Typing Without a Keyboard*, and Chapter 6, *HotSync, Step by Step.*

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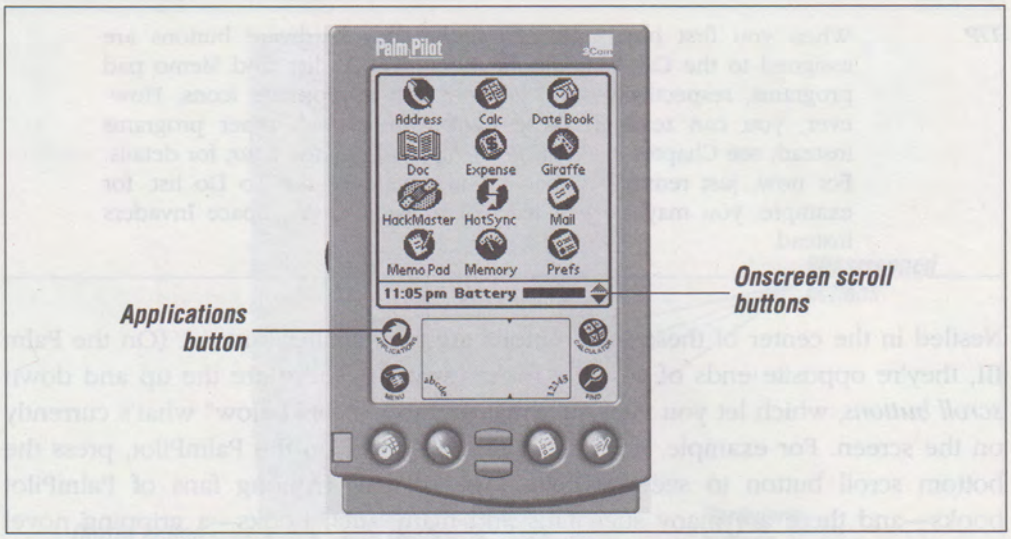


Figure 1-2. Tap the Applications button to display your application-launching screen. Use the scroll buttons to view extra programs if you have more than 12.

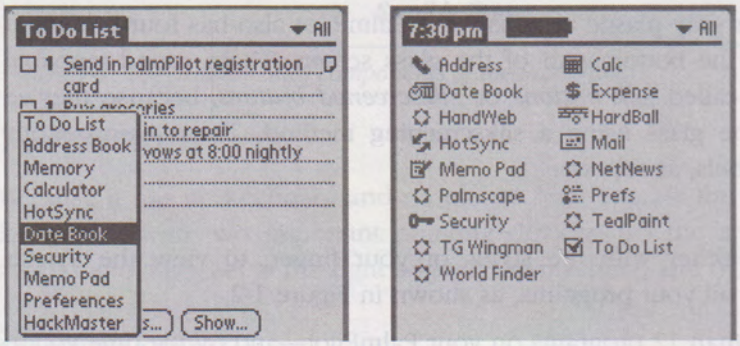


Figure 1-3. Left: With one stroke of your stylus, you can summon your PalmPilot's master list of programs, bypassing the Launcher screen entirely, thanks to SwitchHack. Alternatively, you can use the Palm III's new list view (right). To get there, tap Menu → Options → Preferences; choose List; and tap OK.

TIP Once you become skilled at the Graffiti alphabet (see Chapter 3), you don't have to press the scroll buttons to bring more applications into view on your Applications launcher screen. Instead, it may sometimes be faster to write the first letter, in the Graffiti writing area, of the program you want. The Applications screen scrolls instantly to the nearest alphabetical match.

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synchronize the data between your PalmPilot and your PC at home—no matter where you are in the world. See Chapter 6 for more on this stunt, Part IV, *The PalmPilot Online* for details on going online with the PalmPilot, and Appendix B for buying information.

The PalmPilot modem cable

If you want to use your PalmPilot for online exploits, you're not obligated to buy the PalmPilot modem. You can instead buy a $20 *PalmPilot modem cable,* which connects the PalmPilot to the external modem you already own. The modem cable can plug into most pocket modems, as well as most standard external modems.

Amazingly, the community of PalmPilot freaks isn't finished with that serial port yet. For $12, you can outfit your palmtop with a TaleLight—a tiny, glowing, red or blue light bulb that can turn your PalmPilot into a tiny flashlight. For substantially more, you can add a GPS device—a Global Positioning System that tells you exactly where you are on the face of the earth to within 100 feet. At least one company is developing a tiny infrared transmitter to plug into this port, complete with software that will turn your PalmPilot into a universal remote control for your home entertainment setup. Now you'll *really* never go anywhere without your PalmPilot. (Appendix B has details on these products.)

The Stylus, Screen, and Light

The PalmPilot's screen is pressure-sensitive; in other words, it's a touch screen. There's nothing magical about the stylus included with the device—it's not magnetic, or electrostatic, or otherwise gimmicked. The PalmPilot can't tell whether it's being touched by the stylus, or, say, your fingernail (although unless you've got some kind of rare genetic condition, the stylus is probably more precise than your fingernail). In other words, if you lose your stylus, almost anything will do as a replacement, including any of the fancy gold-plated inkless pens sold by Cross and others just for use with handheld computers. (See Appendix B for some replacement stylus possibilities.) Just don't use an *actual* writing implement; ink from a pen or graphite from a pencil can damage the PalmPilot's screen.

Generally speaking, the PalmPilot's LCD (liquid-crystal display) screen is black-and-white. (Technically, it's *grayscale,* like a "black-and-white" TV, capable of creating four gradations of gray—but few programs make use of this little-known feature. See Chapter 10, *The PalmPilot's Secret Multimedia World,* and Chapter 13, *The Web in Your Palm,* for some examples.)

Therefore, the PalmPilot screen creates its image with tiny, solid black dots against the gray background. Still, this characteristic doesn't deal quite as severe a blow to the PalmPilot's graphics potential as you might think; by cleverly choosing *which*

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Palm III

The 1998 PalmPilot model's name doesn't even contain the word *Pilot,* although millions of befuddled fans still continue to use the word *Pilot* or *PalmPilot* to describe all of these palmtops (as this book does). Its primary features are:

Infrared beaming
: You can transmit programs, data, or an electronic business card through the air to another Palm III

2 MB of memory
: Enough for 20,000 names, calendar appointments, and so on

Palm OS 3
: Lots of tiny touches, such as a choice of fonts for each Pilot program. There's also a new Pilot Desktop program (now called Palm Desktop), as described in Chapter 8, *Pilot Desktop/Palm Desktop.*

All of this comes in a sleeker, more tapered case—with a flip-up lid. More details in Chapter 16.

Executive Tip Summary

- If you have a lot of programs installed on your PalmPilot, also install SwitchHack. It lets you jump to other programs directly, bypassing the Applications screen. (More on SwitchHack in Appendix A.)
- You can scroll the Applications screen by writing the first letter of the program you want on the Graffiti writing area.
- On the Palm III, you can switch from one "category page" of applications to the next by tapping the Applications silkscreen button repeatedly.
- MenuHack (see Appendix A) lets you pull down the PalmPilot's menus by tapping at the *top* of the screen, where you'd expect, instead of tapping the Menu icon at the bottom of the unit.

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In this chapter:

- *The Principles of PalmPilot Web Browsing*
- *Setting Up the PalmPilot for Web Browsing*
- *ProxiWeb (Top Gun Wingman)*
- *HandWeb*
- *Palmscape*
- *How to Make Your Web Site PalmPilot-Friendly*

13

The Web in Your Palm

In ten years, or even five, we'll think nothing of surfing the Web on a piece of gadgetry smaller than an index card. Today, however, most Piloteers are shocked to hear that this tiny gizmo can browse the Internet's most famous feature, complete with graphics, bookmarks, and hotlinks. After all, the PalmPilot's manual, advertising, and web site say not a word about this capability.

But not only is there such a thing as a PalmPilot web browser, there are *several,* each with a different assortment of useful features. (They're all on the CD that comes with this book.) And setting up a PalmPilot for web browsing is much easier than setting it up for email; this time, all you need is the name, password, and phone number of your Internet account—no fancy codes necessary.

To use any of these programs, you need a PalmPilot Pro, IBM WorkPad, Palm III, or compatible model; alas, the original Pilots and the PalmPilot Personal are forever barred from the Web (unless you upgrade, as described in Chapter 16, *Upgrading Your Pilot*).

You also need a modem attached to your PalmPilot. Once again, you can either buy the tiny, snap-on PalmPilot modem (which has its own batteries), or you can attach any external PC modem via a PalmPilot modem cable. If you're rich enough to have the Novatel wireless modem (see Appendix B, *PalmPilot Accessories*), you can pack your sunscreen, put on your bathing suit, and head to the beach for a pleasant afternoon of surfing.

Web surfing, that is.

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The Principles of PalmPilot Web Browsing

In many ways, surfing the Web with your PalmPilot is like surfing it with, say, Netscape Navigator or Microsoft Internet Explorer. For example, you can't view the Web unless you've signed up for an account with an ISP—an Internet service provider, a company that provides an Internet account in exchange for a monthly fee. If you don't have such an account, now's the time; EarthLink, IBM, AT&T, Netcom, and Concentric are some popular ISPs.

Cached Pages

On your PC, the graphics from each web page you visit are saved, or *cached,* onto your hard drive. If you visit that same web page again—even if it's only a minute or two later—the page appears on your PC's screen almost instantaneously, because the computer doesn't have to redownload that information from the Internet. Instead, it just coughs up the graphics it previously cached.

On the PalmPilot, caching is more important than ever. This is, after all, a mobile device; you spend most of your time using it when it's *not* hooked up to a phone line. Consequently, the PalmPilot web browsers store entire pages, complete with text and graphics, so that you can view them again later without dialing.

In fact, most PalmPilot browsers are so cache-dependent that they seem to be surprised when you access a page that *hasn't* been previously saved. For example, if you enter a new web address and tap Connect, each of the PalmPilot web browsers displays a message like those shown in Figure 13-1. That's your warning that the PalmPilot is about to begin trying to dial, and you'd better hook up the modem and phone line. (If you're already hooked up and online, just tap Connect and go on your way.)

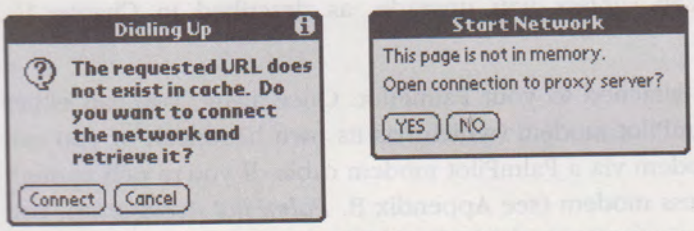


Figure 13-1. Your warning that you're about to go get a web page, as shown in HandStamp (left) and Top Gun Wingman (right).

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Setting Up the PalmPilot for Web Browsing

To prepare your PalmPilot, tap Applications → Prefs; from the upper-right pop-up menu, choose Network. You're shown the screen in Figure 13-2. Tap the pop-up menu labeled Service; if you see your ISP among the list (at right in Figure 13-2), tap it.

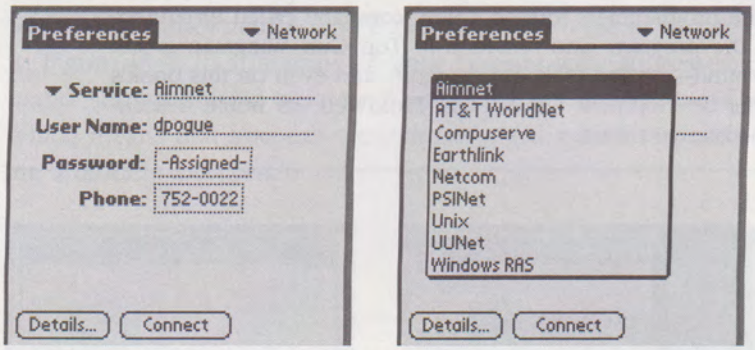


Figure 13-2. The Network Preferences screen lets you inform your PalmPilot about your choice of ISP.

If not, tap Menu → Service → New. Write the name of your ISP into the Service blank; write your User Name (usually some variation of your name, such as *bclinton*) into the second blank; tap the Password box and input the password your ISP provided; and, finally, tap the Phone box to write in the local phone number you dial to access your ISP.

For basic web browsing, you won't even need to tap Details and fill in the DNS blanks. (If you do need this information, however, only your ISP can provide it.)

Your PalmPilot is now ready for the World Wide Web!

ProxiWeb (Top Gun Wingman)

You wouldn't think that the PalmPilot could be capable of showing the *graphics* from the web pages you visit; after all, its screen is black-and-white. But if you've read Chapter 10, *The PalmPilot's Secret Multimedia World*, you already know about the PalmPilot's secret grayscale feature, which does a reasonable job of displaying color images using only four different shades of gray. ProxiWeb uses that secret feature to good advantage, actually showing you web pages with mixed graphics and text (see Figure 13-3)—a feature no other PalmPilot browser offers.

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The program is so fast, with such crisp displays, and with so many convenient features, you'll be astounded that the program is free (at this writing, anyway). You won't believe how good the ProxiWeb experience is until you actually try it.

TIP

For the first year of its existence, ProxiWeb was known as Top Gun Wingman. Written by a bunch of guys at UC Berkeley, Top Gun Wingman swept the PalmPilot community like a hurricane, amazing everyone who downloaded it.

In 1998, the programmers formed a new company called ProxiWeb, upgraded the program, and renamed it. Top Gun Wingman is still floating around—on the Web, for example, and even on this book's CD—but its development life is over. ProxiWeb, its noble descendant, is the one you want.



Figure 13-3. TG Wingman is the only PalmPilot web browser than can show graphics as well as text.

How It Works—and How It's Named

How is it that a palmtop computer the size of a playing card actually feels *faster* at downloading web pages—at 14.4 Kbps, in fact—than a $3,000 computer? And what's this "proxi" stuff?

Turns out ProxiWeb performs its high-speed, high-quality magic by cheating: it intercepts your PalmPilot's requests to see each web page. A computer in California—a *proxy server*—processes that web page's data by stripping out all kinds of unnecessary information, and passes the streamlined result along to you.

That's how the software is able to do what it does—and why it's named what it is.

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Install ProxiWeb as instructed in Chapter 7, *Installing New PalmPilot Programs.* When you launch it (by tapping its icon on the Applications screen), a welcome screen appears. At this point, you have a choice of two buttons: Load Page and Offline Viewing. If you tap the Load Page option, you can write in the address of the web page you want; a pop-up menu of canned web-address pieces (such as *http://, www., .com,* and so on) saves you a lot of writing. Just choose one to insert into the address you're writing.

More often, however, you'll probably want to tap Offline Viewing. Tap Menu → Save → Edit Bookmarks. You'll see ProxiWeb's list of starter bookmarks, as shown in Figure 13-4; to add some of your favorite web addresses, tap New. (Any bookmarks shown in bold type are those that have been *cached,* as described below—which means that you can view those pages without actually going online or having a modem attached.)

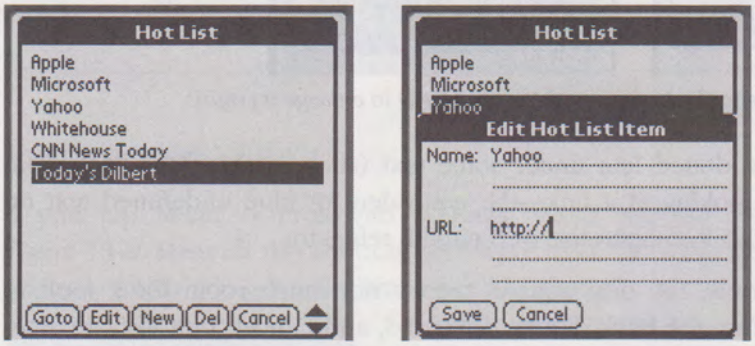


Figure 13-4. To add to the list of bookmarks (left), tap New. On the resulting screen (right), input your name for the page at the top, and its address at the bottom.

To dial a page, tap the name of a bookmark and then tap Goto. The message shown in Figure 13-1 appears, reminding you that this page has not yet been stored on the PalmPilot; tap Yes. Now your PalmPilot dials; a progress bar appears (no web browser would be complete without a progress bar); and, at last, an actual, miniature web page appears.

TIP You can, of course, press the PalmPilot's plastic up/down buttons to scroll up or down on a web page you're viewing. You can also use the vertical scroll bar on the right side of the window, which is probably so skinny you didn't even realize it *was* a scroll bar. (There's a horizontal scroll bar on the bottom of the screen, too, so that you can see entire Dilbert cartoons on your PalmPilot screen.)

But the easiest way to scroll in ProxiWeb is simply to drag your stylus around in the middle of the page. The image moves under your pen as though attracted by a magnet.

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In its attempts to represent the web page the way it actually looks, the graphics can get pretty tiny. That's why, if you tap a graphic, the pop-up menu in Figure 13-5 appears; tap View Full Size to have a better, bigger look at the image. What's especially amazing is that if the blown-up graphic contains an image map—that is, areas of the picture you can tap to summon other web pages—ProxiWeb works exactly the way you'd expect.

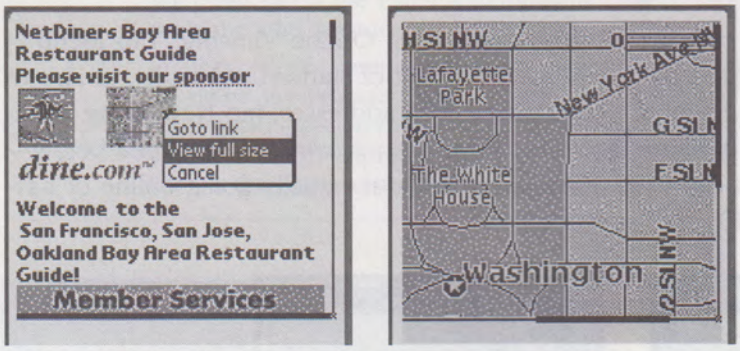


Figure 13-5. To get a better look at a graphic, tap it (left) to enlarge it (right).

Whenever you see a dotted line under some text (such as the word *sponsor* in Figure 13-5), you're looking at a link—the equivalent of blue underlined text on your PC's browser. Tap it to open the web page it refers to.

On a screen that's only 160 dots square, there's not much room for a toolbar. Therefore, in ProxiWeb, the Back, Forward, Reload, and Cancel "buttons" are actually commands in the Go menu. (Tap the Menu icon to see them—and memorize their Graffiti penstroke equivalents; you'll be using these a lot.)

While you're visiting the menus, you may be startled to see the View Source command in the ProxiWeb menu, which opens up the HTML programming code that underlies every web page. If you're a student of web-page design, you'll find this feature (which no other PalmPilot browser has) extremely useful.

Storing Web Pages

Whenever you're looking at a web page you'd like to save for a time when you're not actually online, tap the Menu icon and choose Lock In Cache (from the Save menu).

Thereafter, if you use the Save menu's Edit Cache command, you'll see the list of pages you've stored. Tap one to view it—whether your modem is connected or not. On the other hand, remember to delete pages you won't need again. Tap Menu → Save → Edit Cache → the name of the web page you want to delete → Del.

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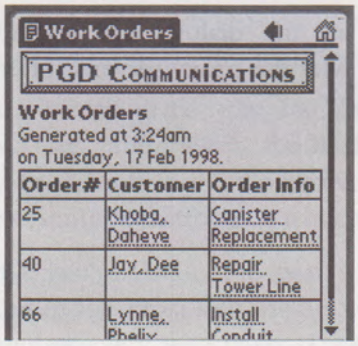
Book and To Do programs become Previous and Next page buttons. You'll find that it's much easier to navigate the web with your thumbs then by trying to remember Graffiti penstrokes that trigger the Prev and Next menu commands.

Not bad for a web browser that takes up only 68K of space, eh? Microsoft could probably learn a thing or two.

Avantgo: Another Web Approach

A full-fledged web browser with a full-fledged Internet connection isn't the only way to go surfing. You might also consider Avantgo, a Windows program—with a matching component for the PalmPilot—that offers a clever twist on enjoying the Web on the PalmPilot.

The Avantgo desktop-PC software grabs the web pages you're interested in, downloads and compresses them into PalmPilot-ready format. (You can set it up to regularly refresh its stock with updated pages.) Then, at the next HotSync, the pages are transferred to the PalmPilot. Thereafter, on your own time, you can call up those pages and read them without pressure—and without a modem (as shown in the figure below).



The program is $100, or $50 if you download it from *http://www.avantgo.com*.

HandWeb

Only a demo version of HandWeb is included on this book's CD; the full commercial version costs $70 (or $60 if you download it from the Web). In some respects, HandWeb's design is better than Wingman's—for example, getting at your bookmarks is a lot easier (in fact, they're the startup screen).

But as of Version 1.1, HandWeb is still text-only; it serves up the Web without any pictures.

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Bookmarks

When you start up HandWeb, the master home page view is a list of bookmarks, as shown in Figure 13-7. In the lower-right corner, a pop-up menu lets you switch the view from a list of web page *titles* (such as "The Whitehouse") to web page *addresses,* or URLs (such as *http://www.whitehouse.gov*). The New button lets you add new bookmarks.

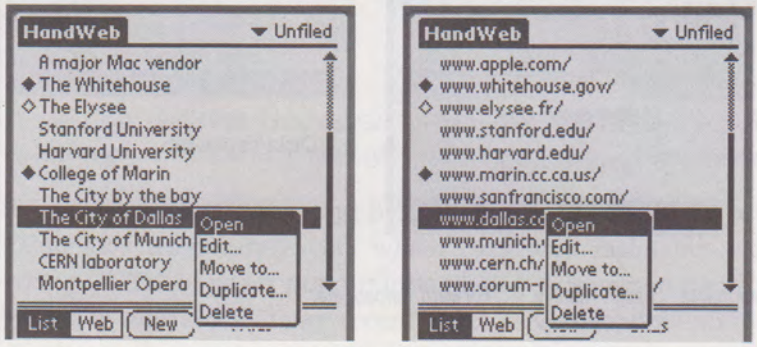


Figure 13-7. You can view HandWeb's bookmark list either as web-page titles (left) or URLs (right). Either way, tap in the list to make the pop-up menu appear—and then tap Open to view that page from the Web.

Note that HandWeb, like any well-behaved PalmPilot program, offers a Category pop-up menu in the upper-right corner of the screen. Only on HandWeb can you assign bookmarks to various categories—Work, Research, Fun, News/Stocks, or whatever you want to call them—and view one category at a time.

To assign a bookmark to a certain category, tap it and choose the Move command from the resulting pop-up menu, as shown in Figure 13-7. You'll be offered a list of categories; tap to select one. Then, to *view* only the bookmarks in a particular category, use the pop-up menu in the upper-right corner as usual.

Going Online

To begin your web session, tap an item in the bookmark list. You'll be reminded that showing you that web page will require that you actually go online (see Figure 13-1); if you tap Connect, the PalmPilot dials (if it hasn't already) and a progress bar appears at the bottom of the screen.

After a moment, the text of the desired page appears. So that you have some indication of the original layout, you see the *name* of each missing picture enclosed in a box, as shown in Figure 13-8. As with all the PalmPilot browsers, a dotted underline indicates that the text is a "hotlink" (tap to open a different web page). Graphics, too, are sometimes hotlinks on the Web; although HandWeb displays

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TIP HandWeb can download files, just as a PC-based web browser can. Of course, they won't do you much good unless they're PalmPilot files—*.prc* and *.pdb* files, as described in Chapter 7. But if you *do* find such PalmPilot-downloadable documents and programs, you can install them onto the PalmPilot directly from the Web, with no installation or HotSyncing necessary.

To locate web pages with ready-to-download PalmPilot files in the correct format, visit Appendix C, *Piloteers in Cyberspace*.

Palmscape

In many ways, Palmscape is more like Netscape Navigator than any other PalmPilot browser. There's an icon bar at the bottom of the page. There's an Add to Bookmarks command. And Palmscape is the only PalmPilot browser that can handle *frames*—web pages divided into independently scrollable panels. The fact that Palmscape is free should make it even more likable.

To use Palmscape, first learn about the toolbar at the bottom of the window, as shown in Figure 13-12; you can't even go online without mastering the first icon, which summons the bookmark/address box.

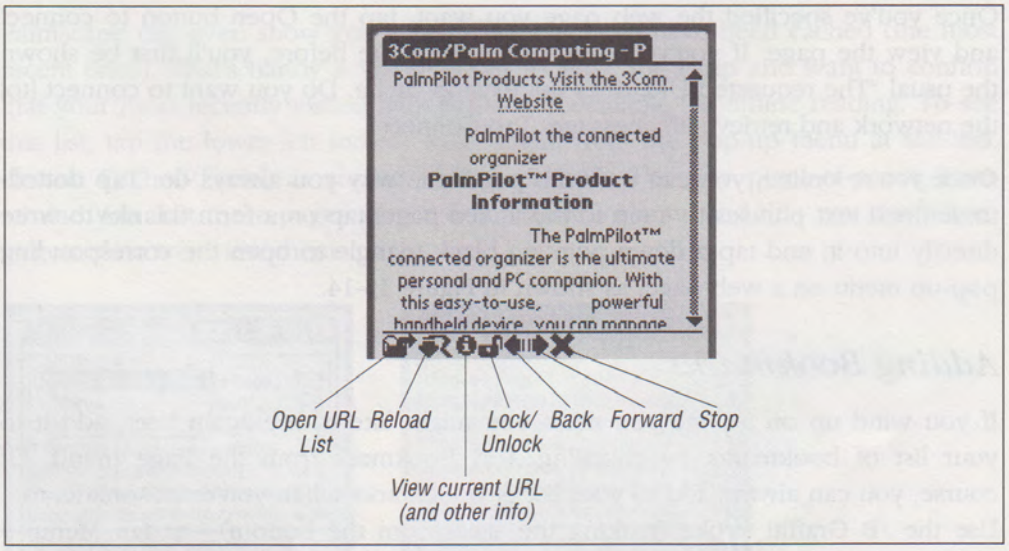


Figure 13-12. Palmscape's toolbar.

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The Bookmark/Address Page

Tap the first icon to open the window shown in Figure 13-13. Here you'll see whatever bookmarks you've added. If you're not interested in adding a bookmark for a particular site, but still want to visit it, write its address (or URL) into the area at the bottom of the window. One of Palmscape's most winning features, in fact, is the pop-up menu of URL "Shortcuts" (see Figure 13-13). When you tap a selection in this list, the corresponding text jumps into place in whatever URL you're writing.

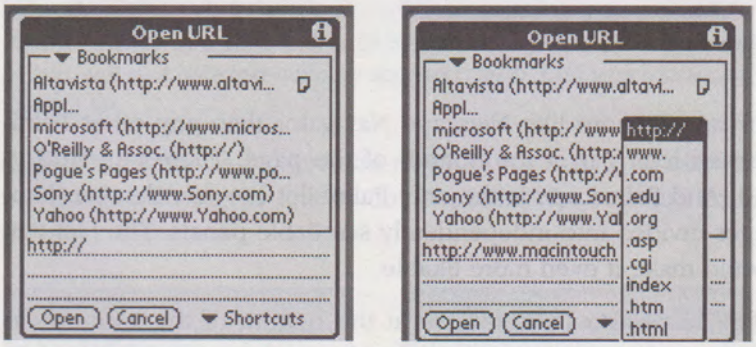


Figure 13-13. Palmscape's list of bookmarks (left) offers a list of ready-to-select URL pieces (right).

Once you've specified the web page you want, tap the Open button to connect and view the page. If you've never visited the page before, you'll first be shown the usual "The requested URL does not exist in cache. Do you want to connect [to] the network and retrieve it?" message. Tap Connect.

Once you're online, you can use web pages the way you always do. Tap dotted-underlined text phrases to jump to the linked page; tap on a form (blank) to write directly into it; and tap a down-pointing black triangle to open the corresponding pop-up menu on a web page, as shown in Figure 13-14.

Adding Bookmarks

If you wind up on a page you think you might like to see again later, add it to your list of bookmarks by choosing Add Bookmark from the Page menu. Of course, you can always add to your list of bookmarks when you're *not* online, too. Use the /B Graffiti stroke (making the slash from the bottom)—or tap Menu → Options → Bookmarks. Now you arrive at the Bookmarks screen, where you can add a URL to the list by tapping New, or edit an existing bookmark by tapping its name. Unfortunately, the handy pop-up list of URL components (Figure 13-13) isn't available here, where it's direly needed.

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Figure 13-14. Palmscape's ability to display pop-up menus and forms can be useful on a search page, such as Alta Vista. Specify what you're looking for and where (left), and enjoy the results (right).

Understanding Palmscape's Cache

Like all PalmPilot browsers, Palmscape quietly stores each page you visit in an invisible cache, to speed access later. Old pages are continuously pushed out of Palmscape's cache as you visit new ones.

You can't control the size of Palmscape's cache, as you can in HandWeb. You can, however, empty it when memory is at a premium. To do so, use the Clear Cache command in the Options menu.

Palmscape can even show you a list of which pages have been cached (the most recent ones). That's handy if you're about to leave for a trip and want to confirm that your most recently visited web pages are available for offline reading. To see this list, tap the lower-left toolbar icon. Then, from the pop-up menu at the top, choose Cached/Fixed, as shown in Figure 13-15. The tiny piece-of-paper icons remind you that these pages are on your PalmPilot now, and that you don't have to go online to review them.

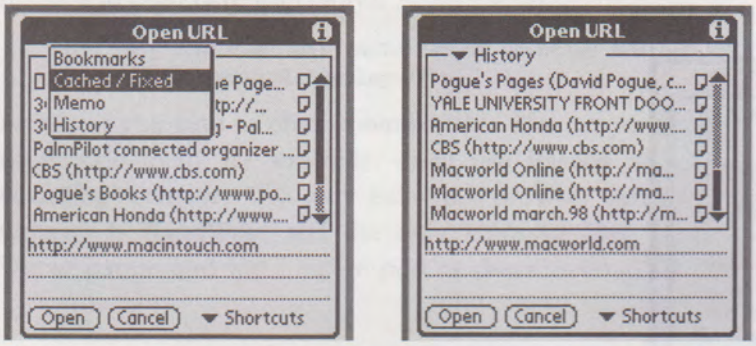


Figure 13-15. The Open URL list (left) lets you view your bookmarks, your list of cached pages (right), your Memo Pad pages, or your history (which, for the most part, matches your list of cached pages).

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PalmPilot

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PalmPilot: The Ultimate Guide



3Com's PalmPilot is the world's bestselling handheld PC. In two years, it has captured 70 percent of the palmtop market. About the size of a playing card, the PalmPilot is a fast, elegant, lightweight organizer with a touch screen.

PalmPilot: The Ultimate Guide is the bible of the Palm OS. It covers all three generations of Palm OS palmtops—original Pilots, PalmPilots, and the 1998 model, the Palm III—as well as OEM models such as the IBM WorkPad. Dense with undocumented information, it contains hundreds of timesaving tips and surprising tricks. The book includes:

- A getting-started tutorial, including tricks that make using the PalmPilot's Graffiti handwriting-recognition alphabet faster and more accurate.
- How the PalmPilot works with your PC. Special coverage is given to HotSync—the one-touch, two-way synchronizing of data between the PalmPilot and a Macintosh or Windows PC.
- Using the PalmPilot online. This book covers the four Pilot World Wide Web browsers, the six e-mail programs, plus the PalmPilot's paging, faxing, and infrared beaming features.
- Troubleshooting both software and hardware, including HotSync snafus. Special chapters cover upgrading and accessorizing the PalmPilot.
- Taking the PalmPilot far beyond its designers' original expectations. Despite its tiny size, the PalmPilot expertly runs graphics, music, teleprompter, database, global-positioning, and other software. A highlight of the book is a tutorial on writing your own Palm OS software, using Metrowerks CodeWarrior Lite (included with the book).

PalmPilot: The Ultimate Guide is the most comprehensive Pilot book yet written. With the cooperation of Palm Computing, 3Com, and Metrowerks, bestselling computer-book author David Pogue succinctly answers every conceivable question, unlocks features most Pilot users never suspected, and radiates the fun, passion, and sense of community shared by Piloteers the world over. The enclosed CD-ROM (Macintosh and Windows compatible) includes over 900 programs—the entire contents of ISO Productions' *Everything CD for PalmPilot* (a $25 value)—plus Metrowerks' CodeWarrior Lite programming kit and a trial version of IntelliSync, the leading multiprogram HotSync translator. *PalmPilot: The Ultimate Guide* is the essential guide for the PalmPilot owner.

David Pogue is a Macworld columnist and the bestselling author of *Macs for Dummies*, *MacWorld Mac Secrets*, *Magic for Dummies*, and *The Microsloth Joke Book*.

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