

# HP OmniBook 800 User's Guide

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# HP OmniBook 800 User's Guide

This manual describes how to use the OmniBook 800 with the Microsoft® Windows®95 operating system.

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## Using This Online Manual

This online *User's Guide* looks similar to a printed manual—and it works like a printed manual in many ways, too. But you can do several handy things you can't do with a manual. For example, you can make the type larger or smaller. You can click on pictures to enlarge them. You can add electronic bookmarks for marking key information. And you can print all or part of the manual on your printer.

- Press F1 for help. You'll quickly see how to use this manual.

---

### Hint

Hold FN and press ESC (FN+ESC) to hide the Status Panel while the manual is open—so it doesn't get in the way of the arrow buttons. Press FN+ESC again to show the Status Panel.

---

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## Finding More Information

This OmniBook *User's Guide* introduces the OmniBook and shows you how to operate and maintain your OmniBook. For more information about using your OmniBook, look in these additional places:

- Online Help provides information about Windows and about applications. Click Start and Help in the taskbar, or click the "?" button in a window, use the Help menu, or just press F1.
- The OmniBook Notes icon gives late-breaking information available after the manuals were completed—click Start, Programs, OmniBook Library, OmniBook Notes.
- Many bookstores have books about Windows for people with different levels of experience.
- For updates to the BIOS and other technical information, connect to our web site on the internet at <http://www.hp.com/go/omnibook>

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For warranty information, see the *Support and Service* booklet.

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# 1 Operating the OmniBook

- [Starting to Use Your OmniBook.](#)
- [Checking Status Information.](#)
- [Monitoring Power.](#)
- [Using Disk Drives.](#)
- [Using Sound.](#)

Congratulations! Your OmniBook sets a new standard in personal computing. Although it's compact and easy to carry, the OmniBook is equipped with a full-sized keyboard, its own built-in mouse, and Microsoft® Windows®.

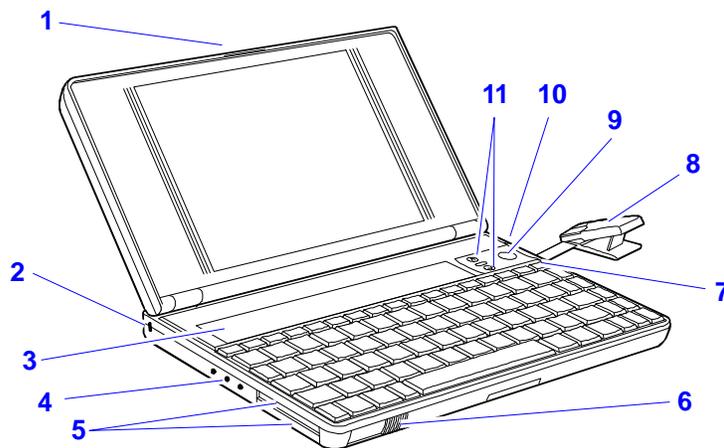
What's more, your OmniBook has been specifically designed for ease of use on the road. It features "instant-on" power that immediately restores your last screen. And the OmniBook is infused with the quality and attention to detail that are the hallmark of Hewlett-Packard.

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## Starting to Use Your OmniBook

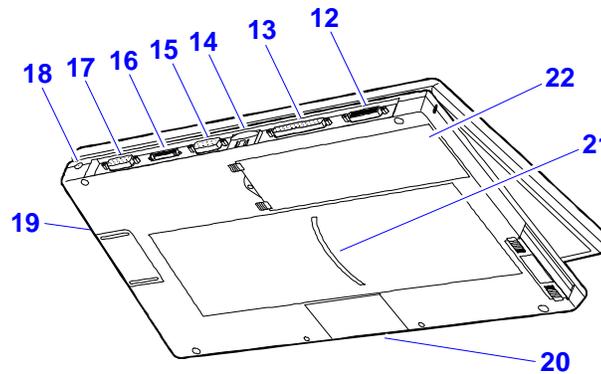
The illustrations below point out key parts of the OmniBook. Most of these parts are discussed in this manual.

- |                       |                     |                         |
|-----------------------|---------------------|-------------------------|
| 1. Latch              | 5. Card slots       | 9. Mouse-eject button   |
| 2. Security connector | 6. Card-eject lever | 10. Charging light      |
| 3. Fn-key icon strip  | 7. On/Off key       | 11. Display adjustments |
| 4. Sound jacks        | 8. Mouse            |                         |



- |                             |                          |                           |
|-----------------------------|--------------------------|---------------------------|
| 12. Docking/SCSI port       | 16. Floppy-drive port    | 20. Memory-expansion slot |
| 13. Parallel port connector | 17. VGA output connector | 21. Identification pocket |

- 14. Infrared port (IrDA)
- 15. Serial port connector
- 16. FireWire port
- 17. USB port
- 18. AC adapter socket
- 19. Reset button
- 20. Keyboard
- 21. TrackPoint
- 22. Battery



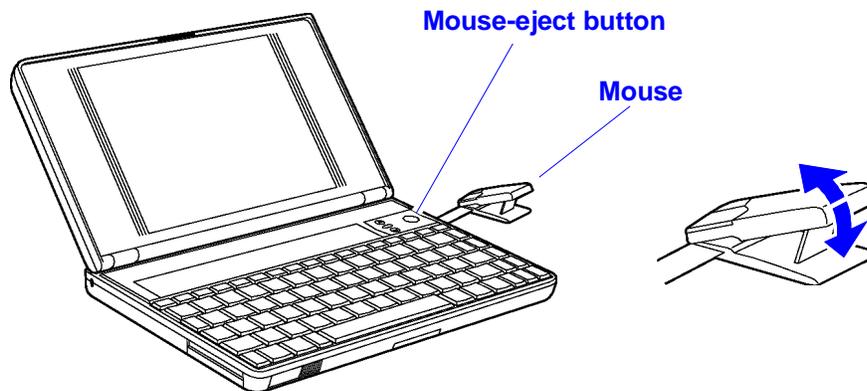
This section shows how to

- Use the mouse.
- Adjust the display.
- Use the special features of the OmniBook keyboard.
- Start an application using the FN key.
- Turn off the OmniBook.

### To use the OmniBook mouse

The OmniBook mouse is PS/2-compatible.

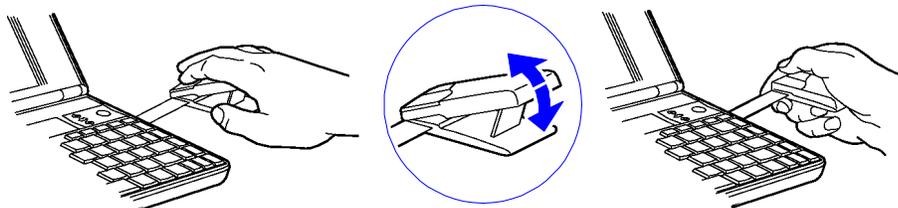
1. Press the round mouse-eject button in the upper-right corner of the keyboard.
2. Firmly pull the mouse out past the first resistance to its full extended position—about 3 inches (8 centimeters).
3. Lift the end of the mouse nearest you—it pops up for a more comfortable shape.
4. Although the arm limits the *physical* extension of the mouse, it does not limit the travel of the pointer, as you will see. Just by pushing or pulling on the mouse, the pointer will continue to travel.



The mouse is extremely sturdy. Its flexibility allows it to withstand bending and accidental bumps without breaking.

You use the OmniBook's two-button mouse just as you do the mouse on your desktop PC: Move the pointer to the icon or menu you want, and click with the left mouse button for most operations. Or *double-click*—click twice rather quickly with the left mouse button—for certain operations. However, the mouse doesn't need a surface to slide on—so you can use it anywhere.

Once you've popped it out, you can use the mouse with the top popped up or collapsed. The popped up position is usually more comfortable, especially if you drape your hand over it as shown. But the collapsed position may be better if you're in a cramped environment, or you have to work with the OmniBook on your lap.



#### To store the mouse

1. If the mouse is popped up, press inward on the support arm and press the raised end of the mouse downward to collapse it.  
—or—  
Tap down sharply on the raised end of the mouse.
2. Gently push the mouse into the case opening until it latches.

#### To replace the mouse

1. Tug sharply on the mouse to remove it and its arm from the computer.
2. Slip the arm of the new mouse into the slot inside the mousehole on the computer. Push the arm in and force it past the first resistance.

### To adjust the display



Some OmniBook models have just a brightness control, while others have both brightness and contrast controls. Check the symbols just left of the mouse button.

- **If there is only a Brightness symbol:** Press the ^ and v buttons above the keyboard to adjust the brightness.
- **If there is a gray Contrast symbol and an orange Brightness symbol:** Press the ^ and v buttons above the keyboard to adjust the contrast. Hold down the (orange) FN key and press the same two buttons to adjust the brightness.

---

### Important

Keep in mind that a higher brightness setting gives a shorter battery operating time—because the internal light is using more power. This may affect the operating time by as much as 1 hour or so. (The contrast setting doesn't affect the operating time.)

---

Use these buttons to make the display dimmer or brighter. Press and hold a button for fast changes, or press several times for greater control. You also can adjust the angle of the display for best visibility under the current light conditions.

When you turn on your OmniBook, the display can take 1 minute or more to reach its normal brightness. Cold temperatures delay full brightness.

### To learn about Windows

If you've worked with a conventional PC running the Windows operating system, most parts of the OmniBook screen are probably familiar. However, if you're new to Windows 95, you can run the 10-minute tour of Windows to learn about Windows 95 on your OmniBook: click Start, Programs, OmniBook Library, Tour of Windows 95.

### To use special features of the OmniBook keyboard

- Use the orange FN (*function*) key to execute functions with orange-colored labels—for example, SCR LK (*scroll lock*)—and to start applications assigned to the function keys F1, F2, and so on. You press *and hold* the FN key, then you press the other key. See the next topic below.
- Press the NM LK (*number lock*) key to use the numeric keypad. With the keypad active, keys change to the designations shown on their slanted faces; for instance, keys J, K, and L become 1, 2, and 3. Other keys in this area also become number keys. Hold FN if you want to type letters. (Press NM LK again to return these keys to their original functions, so they again type the normal alphabet.)

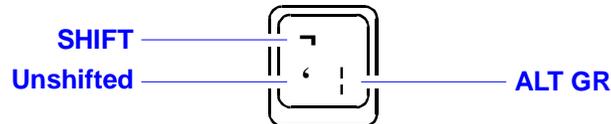
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## Hint

If Num Lock is off, you can hold down FN and ALT while you type (on the keypad keys) the four-digit code of any Windows character. For example, press FN+ALT+0177 to type “±.”

---

If your keyboard has an ALT GR key to the right of the spacebar, you hold that key to type the characters printed at the bottom-right corners of keys. For keys that have four characters, hold SHIFT and ALT GR to type the upper-right characters.



## To start an application with a hot key (FN+F1 through FN+F12)

If an application has been assigned to keys F1 through F12, then it has a *hot-key assignment*. A hot key sequence is a shortcut to start a function or program.

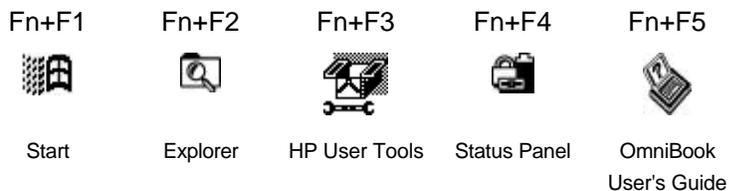
- Press and hold FN, and simultaneously press the function key (F1 to F12) for the assigned application.

Of course, you can always start an application by selecting it in Windows. The usual Windows methods work for all applications, whether they have hot key assignments or not.

### To use a FN key

FN is the “key” to hot-key assignments. You can easily set up a hot *function key* (F1 through F12) for any application present on your OmniBook—then press FN together with that key to start the application from Windows. The function keys, labeled F1 through F12, are on the top row of the keyboard.

Their FN functions are shown by small icons above the keys—and you can print and insert a new icon-label strip that shows other applications you assign to the FN function keys.



You can use the FN+function-key combination to start an application or switch to a running application at any time—even if you’re working in another application.

- Certain FN+function key combinations are predefined (but redefinable). They are labeled with symbols above the F1 through F5 keys.

### To set up a shortcut key sequence (FN key)

You can set up shortcut access to programs (applications) and documents. (Refer to the *Introducing Windows 95* book or the Windows online Help.) After you create a shortcut (an icon on your desktop), you can replace it with a *shortcut key sequence* of FN+F1 through FN+F12. This provides a shortcut that does not clutter your desktop.

1. In Windows Explorer, highlight the application you want to create a shortcut access to.
2. Use the right mouse button to drag the item to the desktop. When you release the mouse button, click Create Shortcut Here. This creates an icon on your desktop labeled "Shortcut to ."
3. Start the FN F1-F12 Shortcut Key Assignment: click Start, Programs, OmniBook, FN F1-F12 Shortcut Key Assignment.
4. Use the left mouse button to drag the Shortcut icon to an empty icon field in the FN F1-F12 Shortcut Key Assignment box.
5. Print out a new icon strip for the OmniBook by clicking Print Icons, then close this box. After the label prints, cut it to size as marked.
6. Use your fingernail or a paper clip to pull out the plastic tray from the pocket above the keyboard. Use a small piece of tape to attach the strip to the right end of the tray. Then reinsert the tray.

#### **To edit or delete a shortcut key sequence**

1. In Windows Explorer, highlight the file with the shortcut assignment you want to change. It will be in the directory Windows, Start Menu, Programs, OmniBook, FN Shortcuts.
2. Delete or edit the shortcut key assignment:
  - **To delete this shortcut key assignment**, point the arrow cursor at the icon next to the filename and press DEL.
  - **To edit this shortcut key assignment**, press the right mouse button to open the Properties sheet. Click the Shortcut tab. In the field labeled Shortcut Key, you can change the key sequence simply by pressing the desired keys.

#### **To access a shortcut key sequence from a keyboard without an FN key**

- If you are using a docking system with an external keyboard without an FN key, substitute the keystrokes CTRL+ALT for FN.

### **To turn off the OmniBook**

- Press the blue On/Off key.

This controls "instant on", a feature that retains your current work session when you press Off. The On/Off key turns the display off and suspends electronic activity. When you turn the OmniBook back on again, it comes back exactly where you left it.

—or—

- Close all applications, exit Windows, and press CTRL+ALT+OFF (the blue On/Off key).

This completely shuts off the computer and resets all components when you turn it back on, analogous to pressing the on/off switch on your desktop PC.

### A Word to the Wise

You can turn off your OmniBook without saving the files you're working on, and have everything there waiting when you come back. But it's a better idea to save all open files before turning the computer off. This is especially important if the OmniBook will be idle for a long time—after several weeks without recharging, it's possible for the battery to self-discharge to a level low enough to affect open data.

### Automatic Turn-Off

Your OmniBook has several features that save battery power when the ac adapter isn't connected. The most obvious of these is automatic shutdown—when your OmniBook has been idle for 3 minutes (the default duration, which you can change) with no ac power, it turns itself off automatically. (Other power-saving features are described throughout this manual.)

### You Don't Have to Exit OmniBook Applications

A key benefit of your OmniBook is that *you don't have to exit applications* if you're still using them—even if you turn off your OmniBook. You can run several, and quickly switch among them.

If, however, an application has trouble starting or seems slow, you may need to close some documents or even exit some applications to make more memory available. If this doesn't fix the problem, close all applications and exit Windows, then restart the computer.

---

## Checking Status Information

This sections discusses

- The Status Panel.
- The taskbar.

### The Status Panel

The Status Panel contains indicators that show the current status of the OmniBook for the C drive, the three keyboard locks, and the battery power level. You can turn the Status Panel on and off by pressing FN+ESC.



**Drive C**

The disk symbol shows whether the hard drive (drive C) is active (that is, reading or writing).



#### Keyboard

The A, 1, and arrow labels appear if Caps Lock, Num Lock, and Scroll Lock are active. (Certain applications such as Word also show keyboard status in the application window.)



#### Power

The shading of the battery symbol shows the approximate charge level of the battery relative to a full charge.

A plug symbol is displayed while the ac adapter is connected and supplying power.

The electrical bolt symbol means that the battery is being charged.

Indicators other than Power automatically appear only when relevant, such as while a keyboard lock is active or while a drive is active. For other options, see ["To configure the Status Panel."](#)

### To view or hide the Status Panel

At any time, you can hide or display the Status Panel.

- Press FN+ESC—the panel becomes hidden or visible.

### To move the Status Panel

- Press FN+Home, FN+End, FN+PgUp, or FN+PgDn to move the Status Panel around the corners of the display. This allows you to view what the Status Panel might be obscuring.

### Viewing the Taskbar

The taskbar includes indicators for ac power, battery power, sound, Infrared Monitor, and PC card use. These indicators appear when their status is relevant, such as a plug icon when the ac adapter is plugged in or a battery when the computer is running on battery power.



The taskbar indicators provide information when you hold the mouse pointer over them. Some indicators also provide shortcuts to other settings screens. To access the controls provided by these indicators, click, double-click, or right-click on an indicator.

Each type of click provides a shortcut to a different control or piece of information. For example, hold the pointer over the battery icon to find out how much battery power remains. Double-click on the icon to access settings for this indicator.

For more information on the taskbar, refer to the *Introducing Microsoft Windows 95* book.

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## Monitoring Power

The basic source of power for the OmniBook is its rechargeable battery pack. You can use the ac adapter to recharge the battery—or to run on ac power to preserve the battery. The OmniBook conserves power by using Advanced Power Management (APM), software that controls battery charging and power drain.

The OmniBook provides several safeguards so you won't be surprised by a dead-battery condition. For example, the Power status indicator shows the remaining battery charge, and built-in warnings are displayed for low-battery conditions. To preserve your current work session, the OmniBook automatically turns off when the battery charge gets too low—your session continues when you start recharging the battery or insert a fresh battery. Data on any of the drives is not affected by a low battery—unless the battery runs down completely while writing data to the drive, or if the battery in a PC RAM card is also low.

This section shows how to

- Get battery status.
- Save battery power.
- Recharge the battery, or run on ac power.
- Respond to a low-battery warning.
- Replace the battery.
- Change how power is managed.

### To get the battery status

- Check the Status Panel. If it is not visible, press FN+ESC to view it.  
-or-
- Move the mouse pointer onto the battery indicator at the right end of the taskbar—the percentage of battery power remaining is displayed in a pop-up window.



### To save battery power

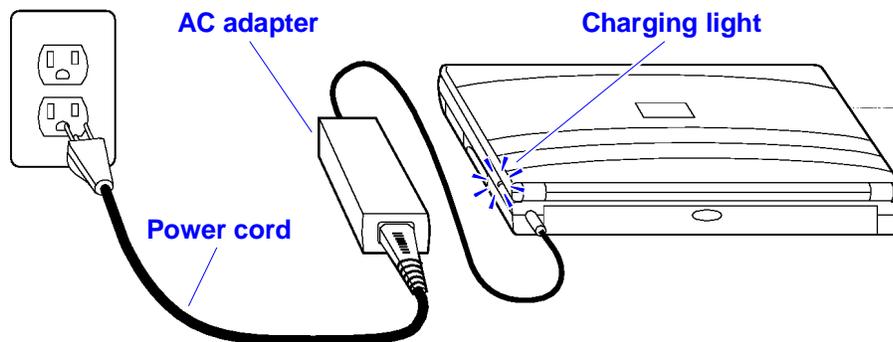
You can follow these suggestions for conserving battery power so the battery lasts longer:

- Plug in the ac adapter, especially while using a floppy drive or other external connections—see the next topic.
- Turn down the brightness of the display to the lowest comfortable level—this reduces the backlight power, which can increase the battery operating time significantly.
- Set power management to an option that emphasizes saving power—see [“To change how power is managed”](#).
- Turn off the OmniBook when you stop using it, but avoid turning it off and on frequently.

- If you work with an application that uses the serial port, modem port, or a PC card, exit the application when you're done using it.
- If you have a PC card with an external connection, such as a modem or network card, remove it when you're not using it. Some cards use significant power, even while they're inactive.
- Add system RAM (a memory-expansion board) if you have an 8 MB system.

## To recharge the battery or run on ac power

- Plug the power cord into the adapter, then into a grounded ac outlet.
- Insert the adapter plug into the socket at the right-rear corner of the OmniBook.




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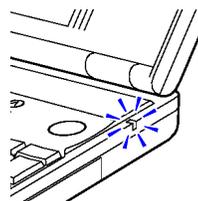
### Caution

Use the ac adapter shipped with the OmniBook (HP part number F1044B or other Hewlett-Packard adapter intended for use with the OmniBook 800). *Using any other adapter could damage the OmniBook and void your warranty.* Always plug it into a grounded outlet. Note that the adapter plug has negative polarity—the inner contact is negative, and the outer is positive, which is different from many other adapters.

---

You use the ac adapter to recharge the battery pack in the OmniBook. You can also use it to avoid draining the battery—so it will be at full capacity when you're away from your desk. (You can even use the ac adapter while the battery is removed.)

It's a good idea to use the ac adapter during operations that take more power—for example, those involving external connections, such as using a floppy drive or serial port. .



The charging light turns on while the ac adapter is plugged in.

### OmniBook Charging Light

Color	Meaning for Battery
Off	Not charging (no power connection).
Green	Charged 90% - 100%.
Orange	Charging.
Red	Bad battery or missing battery.

### OmniBook Operating and Recharging Times

Description	Typical Time	Charging Light
Operating time, from 100% charge	2 to 3 hours maximum*	Off
Recharging time	Up to 4 hours	On

\*Actual time depends on the particular OmniBook model and actual usage—see [“To save battery power”](#).

The ac adapter is normally warm to the touch whenever it’s plugged into an ac outlet. The OmniBook is normally warm while it’s charging, so don’t charge it in a briefcase or other confined space.

---

### Hint

To get the longest battery operating time, allow the battery to charge fully—until the battery symbol in the Status Panel fills to the top. Continued charging maintains the full charge, and does no harm to the battery.

You can partially recharge the battery pack whenever it’s convenient—it doesn’t suffer from the “memory” effects that may affect other types of rechargeable batteries.

Use only the Hewlett-Packard lithium-ion (Li-Ion) battery pack.

---

## To respond to a low-battery or bad-battery warning

- Plug in the ac adapter—see [“To recharge the battery or run on ac power.”](#)  
–or–
- Replace the battery pack—see [“To replace the battery.”](#)  
–or–
- Save any files you have open in any applications, then turn off the OmniBook.

Battery warnings first appear in the middle of the screen. After acknowledgment, they appear in the Status Panel.

### Battery Warnings



Low battery. Less than 2 minutes of battery life remain before automatic shut-down. Double beeps every 15 seconds remind you of this. Press ESC to acknowledge the message.

#### Low Battery



Bad battery: wrong type. Install a lithium-ion (Li-ion) battery, *not* a nickel-metal-hydride (NiMH) battery.

#### Bad battery-NiMH



Bad battery: cannot be fully charged. Replace the battery.

#### Bad battery--undercharge



Bad battery: overcharged. The problem could be with either the battery or the computer. Try replacing the battery. If this does not work, contact Hewlett-Packard Support. See the *Support and Service* brochure, or check OmniBook Support in the OmniBook Library online.

#### Bad battery--over charge

When battery power is critically low, the OmniBook automatically shuts off, preserving your current status and all information. Before this occurs, however, you receive a battery warning message, and then the speaker beeps periodically. By connecting the ac adapter or installing a fresh battery, you can continue your work uninterrupted.

---

### Caution

**Once the OmniBook turns itself off, you have from several hours to several days to restore power or recharge the battery. Otherwise, the battery will run down completely, which can corrupt any open files. Also, if you continue writing to a disk when the power warning period expires, you could corrupt open files if the battery runs down completely.**

---

After the warning period, the OmniBook automatically turns off to preserve your current session as long as possible—you won't be able to turn it on again until you restore power. The battery is able to provide the small amount of power required to preserve memory for several hours or more. If you try to turn on the OmniBook again without restoring power, it beeps and refuses to turn on (to preserve memory). However, if you do this repeatedly, you will exhaust the remaining power and lose your current session.

### To replace the battery

If the battery goes bad (as indicated by the ["bad battery" warning symbol](#)), you will need to replace the battery pack.

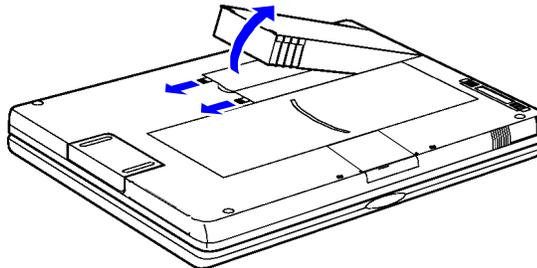
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## Caution

If you have the ac adapter plugged in when you remove the battery, do not disconnect it while the battery is out. If you do, your current session and any unsaved data will be lost.

---

1. *Important:* Close and save all files. Turn off the unit—do *not* turn it on until you've finished replacing the battery. Also, if it's connected, do *not* unplug the ac adapter until you're finished.
2. Release the two latches on the battery on the bottom of the case, then remove the battery.



3. Insert the new battery pack so the metal battery contacts on the pack line up with the contacts in the compartment, then latch the cover. If you replace the battery within 1 minute, your current work session will be saved. (Saved files and data are not affected.)
4. If you have changed the battery very quickly, you might need to press FN+ON to update the battery status in the taskbar and in the Status Panel.

---

## Caution

Do not mutilate, puncture, or dispose of the battery in fire. The battery can burst or explode, releasing hazardous chemicals.

A rechargeable battery pack must be recycled or disposed of properly.

---

## To change how power is managed

You can change power-management settings that affect power usage and performance. For ideas about how to save battery power, see [“To save battery power.”](#)

- One way to change the power management settings is to double-click on OmniBook Power Management in the Control Panel. 
- Another way is to use HP User Tools:
  1. Click Start, HP User Tools, Settings tab, OmniBook Power Management button. (Or double-click the battery-power icon in the taskbar.)
  2. Select the power-management settings you want to balance battery life and response time.

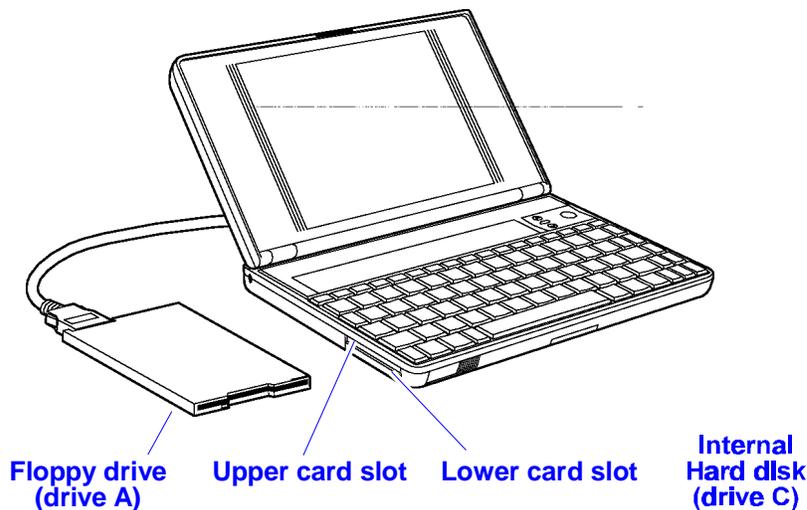
If you choose the Custom option, you can change the individual time-out settings, such as the automatic turn-off time. The greater the idle time before turn off, the more battery power you will use.

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## Using Disk Drives

The small size and light weight of your OmniBook are made possible in part by advanced storage devices such as tiny plug-in cards and a miniaturized disk drive.

The OmniBook floppy drive contains one slot (drive A). The OmniBook has one system drive for the hard disk (drive C), and two card slots (typically available as drives D and E).



You can use the upper and lower card slots with plug-in PC cards much as you now use floppy disks. You can plug in a PC data-storage card and write data to it or read from it just as if it were a floppy disk.

### About the Internal Hard Disk Drive (Drive C)

The hard disk (drive C) can be removed and replaced. For cautions and instructions on changing the hard drive, see ["To replace the hard drive \(drive C\)"](#).

### About the Card Slot Drives

- You can insert PC data-storage cards into the upper and lower card slots—they could be drives D and E, but not necessarily, since they can be automatically reassigned. Such cards function as disks (and are often called "disks," rather than "cards"). These disks provide a convenient way to store backup data and exchange data with other computers, or simply to expand your data-storage capacity. (See ["To insert a PC card"](#).)
- If you insert a double-height (type III) card into the lower slot (suppose it's drive E), the drive for the upper slot (suppose it's D) exists but isn't

available. If you insert an I/O card into a card slot, the corresponding drive becomes unavailable.

- If you create another drive on your OmniBook—such as a RAM disk in memory using the RAMDRIVE driver—it may cause the card slots to have drive letters higher than drive D and E.

The table below describes several types of PC data-storage cards supported by the OmniBook—how they operate and how you can use them with the OmniBook.

<b>Disk Type</b>	<b>Characteristics</b>
Rotating hard disk	<p>A spinning magnetic medium and read-write head. The medium requires no power to maintain its data, though it requires significant power to operate. Most hard disks are “ATA-type” disks.</p> <p>Typical capacity: 170 MB or more.</p> <p>Can be used for drive E in the lower card slot. (Because of its physical size, the drive eliminates the upper card slot otherwise used for drive D.)</p>
Flash disk (ATA-type)	<p>Electronic memory chips called “flash” inside a plug-in card and designed to work like a rotating hard disk. A flash disk requires no power to maintain its data.</p> <p>Typical capacity: 5 to 40 MB.</p> <p>Can be used for drive D in the upper or E in the lower card slot.</p>
RAM card	<p>Electronic random-access memory chips called “RAM” inside a plug-in card. A RAM card requires continuous power to maintain its data—power is supplied by the OmniBook battery while the OmniBook is turned on, and by the card’s internal battery while the OmniBook is turned off or the card is removed.</p> <p>Typical capacity: 1/2 to 2 MB.</p> <p>Can be used for drive D in the upper or E in the lower card slot.</p>

For more information about compatible cards, contact Hewlett-Packard—see the *Support and Service* booklet or click Start, Programs, OmniBook Library, OmniBook Support.

### **About PC Data Storage Cards**

The OmniBook works with PC data storage cards and Card Standards type II and III, such as Hewlett-Packard ATA-type hard disks and flash disks. (This OmniBook model doesn’t provide the software needed for Flash File System or flash-memory cards, such as Intel Series 2 cards.)

If you’re using a RAM card with the OmniBook, keep these suggestions in mind:

- For a new RAM card, install its battery before you insert the card in the OmniBook.

- Replace the RAM card battery yearly.
- When you want to replace a RAM card battery, plug the card into the OmniBook and make sure the OmniBook stays turned on while you replace the battery. Otherwise, the data on the card will be lost.
- To use an SRAM card, you must first load drivers for it. Refer to the online Help for Windows 95.

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## Using Sound

Your OmniBook supports Sound Blaster PRO-compatible sound (16-bit stereo).

This section shows how to

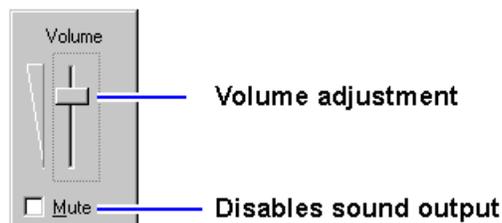
- Adjust the speaker volume.
- Connect a microphone, speakers, or headphones.
- Play and record sounds.

### To change speaker volume

The speaker volume setting controls loudness for all sounds *except* Appointment Book alarms.

You can adjust the volume using these methods:

- Hold FN and press UP ARROW or DOWN ARROW as needed to gradually increase or decrease the volume.
- Press FN+SPACEBAR to mute the sound (or to turn it back on).
- Click the speaker symbol in the taskbar to display the Volume panel, then drag the main volume control.

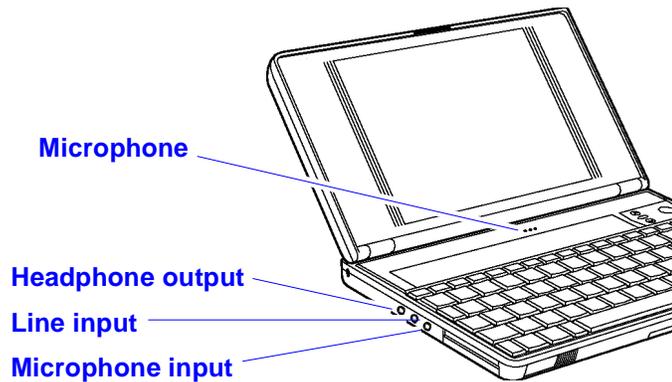


- Double-click the speaker symbol in the taskbar to display the Volume Control panel for advanced control of different sound inputs.

### To connect a microphone, speakers, or headphones

Your OmniBook has a built-in microphone above the keyboard and two speakers. Although the OmniBook has stereo sound, both built-in speakers play a mix of the right and left channels. You can also plug in an external microphone, external speakers or headphones, and a stereo input source.

- Plug the microphone into the microphone jack—the built-in microphone turns off.
- Plug the stereo speakers or 8-ohm headphones into the output jack—the built-in speakers turn off (except for beeps).
- Plug a stereo input source into the input jack.

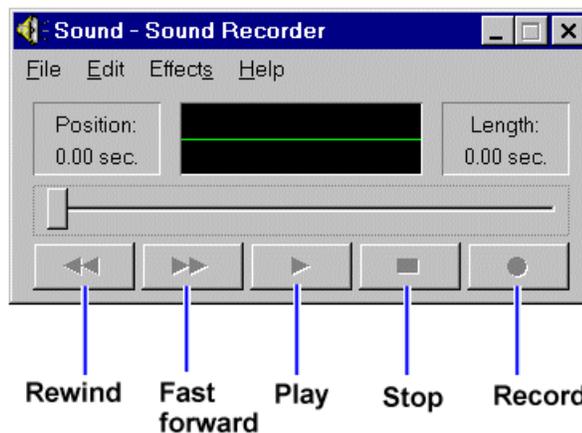


## To record sound

The OmniBook contains a built-in microphone for recording sound. You can also connect an external microphone into the microphone jack.

You can use Sound Recorder to play and to record sound.

1. Connect any external sound or input sources—such as connecting a microphone or stereo signal line to the corresponding input jacks.
2. Click Start, Programs, Accessories, Multimedia, Sound Recorder.



3. Click the Record button and speak into the microphone.
4. When finished, click Stop.

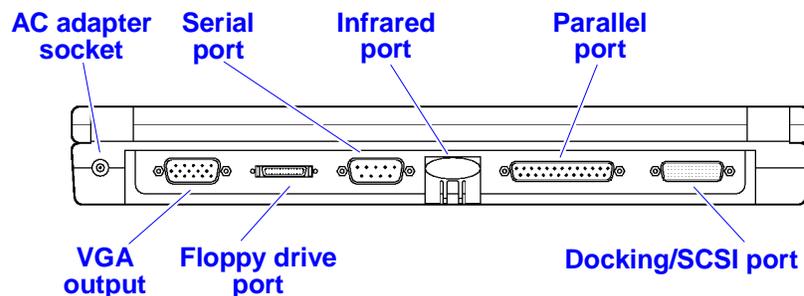
To adjust the volume or mix of sounds while recording or playing, double-click the speaker symbol in the taskbar, then drag individual controls or select individual options.

### **To play back sound**

- To play back the sound you recorded in Sound Recorder, simply press the Rewind button, then press the Play button. If you cannot hear the recording, you can increase the volume from the Effects menu.
- To play back an existing sound file, open the file in Sound Recorder, then press the Play button.

## 2 Expanding Your OmniBook

- [Setting Up a Printer.](#)
- [Making Serial Connections.](#)
- [Making Parallel Connections.](#)
- [Making Infrared Connections.](#)
- [Linking Computers.](#)
- [Connecting a CD-ROM Drive and Other SCSI Devices.](#)
- [Adding PC Cards.](#)
- [Connecting an External Display.](#)
- [Connecting an External Mouse.](#)
- [Using the Docking System.](#)
- [Adding Memory to the OmniBook.](#)



Your OmniBook is a powerful computer in its own right—but you'll greatly expand its capabilities by connecting other devices.

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### Setting Up a Printer

Attach a serial printer to the serial port using a standard serial cable. Attach a parallel printer to the parallel port using a standard parallel cable.

Before you can do any printing from your OmniBook, you have to set up the OmniBook so it knows how to communicate with your printer. That's because different types of printers have different capabilities and follow different conventions for data transfer. Once you've set up one type of printer, that printer is *installed*.

You can set up the OmniBook to work with more than one type of printer. However, you can select only one printer as the default printer.

#### To install a printer

Installing a printer includes specifying the type of printer, specifying the port where the printer will be connected, and possibly defining other printer options.

For infrared printing, the Infrared Monitor (click Start, then Infrared) provides visual status and helps you resolve communications problems. See also ["Making Infrared Connections."](#)

1. Click Start, Settings, Printers.
2. Search the list of printers for the one you want to use. If your printer is listed, then it is already installed. If your printer isn't listed, double-click Add Printer to start the Add Printer wizard.

The wizard includes a port selection for the printer:

- A parallel printer is typically at the LPT1 port.
  - An infrared printer is typically at the LPT3 port (a "virtual" or "simulated" port).
  - A serial printer is typically at the COM1 port.
3. If you want this printer to be the one the computer automatically sends printing commands to, then set it to be the default printer.
  4. Make a connection between the printer and the OmniBook:
    - For a parallel printer, see ["Making Parallel Connections"](#).
    - For an infrared printer, see ["Making Infrared Connections"](#).
    - For a serial printer, see ["Making Serial Connections"](#).

### To set or change the default printer

1. Click Start, Settings, Printers.
2. Highlight the printer you want. Open the File menu and check the status of "Set as Default". This should be enabled.

### To view or change printer settings

1. Click Start, Settings, Printers.
2. Highlight the printer you want. Open the File menu and click Properties. The Properties sheet has different tabs for different settings. Ports and drivers are under Details; paper size and orientation are under Paper; and so on.

---

## Making Serial Connections

The OmniBook serial port is a standard 9-pin serial port. This is the port marked **IOIOI**. It supports hardware handshaking, a method of data-flow control that uses signals sent over reserved wires in the serial cable.

### To connect a serial device

The OmniBook 9-pin serial port is a standard serial port, just like those found on many PCs. You make serial connections to the OmniBook just as you'd make them to a 9-pin PC serial port. The most common types of serial connections involve printers, modems, and other computers. You can make such connections using standard serial cables and adapters available at computer dealers and electronic supply stores.

You can use Direct Cable Connection to link two PCs and share files, drives, and printers between them. You can make a serial connection with a serial or null-modem cable (using the COM1 port).

- To start the Direct Cable Connection wizard, click Start, Programs, Accessories, Direct Cable Connection on each computer. One computer must be the "host", and the other computer must be the "guest".

## To view or change serial port assignments

You can see and change the serial communications ports (COM1, COM2, COM3, and COM4) assigned to the external serial connections (serial port, infrared port, and modem cards).

1. In System Properties (click Start, Settings, Control Panel, and then the System icon), select the Device Manager tab. This lists serial (COM) ports.
2. Click Ports. Select the COM port, then click Properties. (The serial port is typically COM1.)

It's best to let Windows 95 automatically resolve serial port conflicts. *If it cannot*, then you can reassign the serial port resources manually. To do so, open the System Properties for a COM port as above. Display the Resources tab, cancel the automatic setting and select a different configuration number. Click OK and note the new name (such as COM2) assigned to this port.

- You can also view all port information in HP User Tools, Information, Resource Allocation.

The changes you make to the *advanced* settings for a serial port should match your hardware settings. The built-in advanced settings are listed below—you shouldn't use different settings in any applications.

## System Resources

### Interrupt Capabilities (IRQs)

0	System timer
1	Keyboard
2	2nd 8259
3	COM2 or COM4 serial port, PC Card*
4	COM1 or COM3 serial port, PC Card*
5	Parallel port, PC Card*, Audio
6	Floppy drive

- 7 Parallel port (default), PC Card\*, Audio
- 8 Real-time clock
- 9 PC Card\*, Audio
- 10 PC Card\*, SCSI/docking (default), Audio
- 11 PC Card\*, SCSI/docking, Wave 2
- 12 Pointing device
- 13 Math co-processor
- 14 Hard disk
- 15 PC Card\*, IrDA Wave 2, Docking/PCI slot

\* The PC Card's IRQ depends on the card. The default for PC Card status is no IRQ.

### **DMA Channel Capabilities**

- 0 Wave 2, Audio
- 1 Audio (default)
- 2 Floppy drive
- 3 ECP parallel port, Audio
- 4
- 5 Wave 2 (default)
- 6 Wave 2

### **Memory Map**

F000-FFFF	System BIOS
EC00-EFFF	PCI BIOS
E900-EBFF	PnP BIOS
E800-E8FF	EPP BIOS
E600-E7FF	PnP ISA BIOS
D000-DFFF	UMB space, PC Card memory windows, buffers
CA00-CFFF	UMB space
C000-C9FF	VGA BIOS

### **I/O Addresses**

- 60 and 64 Keyboard controller
- 70 and 71 RTC CMOS, bytes 0 to 127
- 74 and 76, RTC CMOS, bytes 128 to 255  
re-mappable
- 220-22F or Sound

240-24F	<i>or</i>	
250-25F	<i>and</i>	
300-301	<i>or</i>	
310-311	<i>or</i>	
320-321	<i>or</i>	
330-331	<i>and</i>	
388-38B		
3F8-3FF		Serial COM1 port
2F8-2FF		Serial COM 2 port
3E8-3EF		Serial COM3 port
2E8-2EF		Serial COM4 port
3000-301F		IrDA
378-37F		Parallel LPT1 port
778-77A		ECP mode on LPT1 port
278-27F		Parallel LPT2 port
678-67A		ECP mode on LPT2 port
3F2-3F7		Floppy drive
(primary)		
1F0-1F7	<i>and</i>	Hard-disk drive
3F6-3F7		
(primary)		

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## Making Parallel Connections

The OmniBook parallel port is a standard EPP/ECP 25-pin parallel port. It supports bi-directional data transfer.

### To connect a parallel device

The most common types of parallel connections involve connections to printers and to other computers.

- For a printer connection, use a standard parallel printer cable available at computer dealers or electronic supply stores.
- For any other connection, such as a bi-directional connection, use a special parallel cable designed for that purpose. See the manual for the software you're using.

You can use Direct Cable Connection to link two PCs and to share files, drives, and printers between them. You can make a parallel connection with a parallel cable (using the LPT1 port).

- To start the Direct Cable Connection wizard, click Start, Programs, Accessories, Direct Cable Connection on each computer. One computer must be the "host", and the other computer must be the "guest".

## To view or change parallel port assignments

1. Open the [System Configuration Utility](#). (This involves closing all files and rebooting the computer.)
2. From the Input/Output menu, choose LPT Port. Select the new port assignment and choose OK. From the Exit menu, choose Save and Reboot.
  - You can also view all port information in HP User Tools, Information, Resource Allocation.

The OmniBook uses standard addresses and interrupts for its parallel port names—you shouldn't use different settings in any applications. These settings affect only the internal operation of the port—they have nothing to do with the parallel device that's connected. See the table above, [System Resources](#).

---

## Making Infrared Connections

The infrared port provides a type of fast serial connection (up to 4 megabits per second) that doesn't require cables.

The Infrared Monitor provides visual status for infrared communications and helps you resolve infrared communications problems. The IR Monitor displays an icon when it is on (along the bottom of the screen, if minimized). The icon changes to show the detection of another infrared device, and to show the transmission of information.



Searching for infrared devices in range.



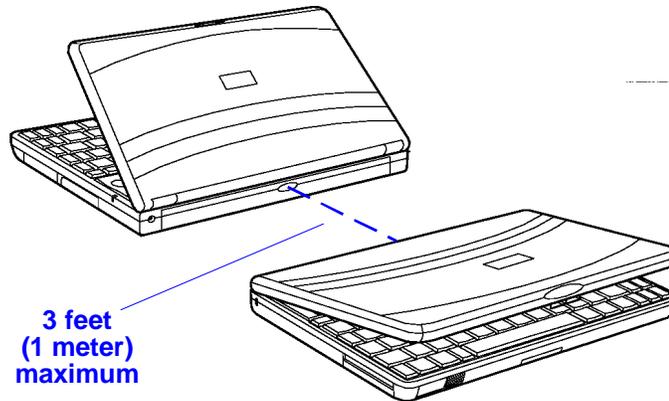
One infrared device found.



Transmitting data.

## To set up an infrared link

1. Line up a device's infrared port with the back-center of the OmniBook, where the OmniBook's infrared port is. Keep the distance within about 3 feet (1 meter) for optimum performance.



2. Start the IR Monitor: click Start, then Infrared. This activates the connection between two IrDA-compatible infrared ports.

Under the Options tab, the box Enable Infrared Communications should be checked. (For more information about the Infrared Monitor, see its online Help.)

To see the status of the Ir Monitor or to change its settings, double-click the Ir Monitor icon in the taskbar.

- You can also view all port information in HP User Tools, Information, Resource Allocation.

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### Hint

If you put a shortcut to the Ir Monitor in Windows\StartMenu\Programs\Startup, then the infrared link is restarted whenever Windows 95 reboots.

---

### To print on an infrared printer

1. To connect to an infrared (IrDA-compatible) printer, install the correct printer driver and set the OmniBook printer port to be the infrared printer port, LPT3. See ["To install a printer"](#).
2. Align the infrared ports as described above.
3. Turn on the Ir Monitor as described above. *You can print to an infrared printer only while Windows and the Infrared Monitor are running.*
4. Print from your application as you normally would.

### To disable infrared printing

- Clear the Enable Infrared Communication box under the Options tab (Infrared Monitor).

---

## Linking Computers

### Using a Direct Connection

Use Direct Cable Connection to link two PCs and share files, drives, and printers between them. You can set up a *direct connection* with a cable or via infrared:

- With a serial or null-modem cable (using the COM1 port).
- With a parallel cable (using the LPT1 port).
- With a wireless infrared connection (using the COM4 port, a "virtual" or "simulated" port).

For an infrared connection, the Infrared Monitor (in the Start menu) provides visual status and helps you resolve communications problems. See also ["Making Infrared Connections."](#)

### To start a direct connection

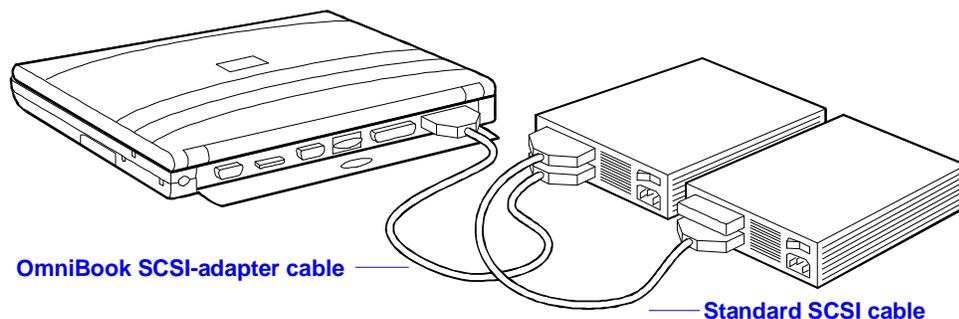
- Start the Direct Cable Connection wizard: Click Start, Programs, Accessories, Direct Cable Connection on each computer. One computer must be the "Host", and the other computer must be the "Guest".

To make a modem connection, refer to Dial-Up Networking in the online Help.

---

## Connecting a CD-ROM Drive and Other SCSI Devices

The Small Computer Systems Interface (SCSI) port lets you connect CD-ROM drives, hard disk drives, tape drives, and other SCSI devices to your OmniBook.



### To connect SCSI devices

1. You will need to acquire an OmniBook-to-SCSI adapter cable (part number F1182A).
2. Make sure that each SCSI device is set to a different SCSI ID number, ID 1 through ID 6. See the device's documentation for instructions for checking and changing the device's ID.
3. Set the SCSI bus termination for each device. The device at the physical end of the SCSI bus must be terminated, while the devices in the middle of the bus must have their terminators removed or disabled.

The device's documentation describes how to check and change the termination.

4. Turn off the OmniBook, then connect the CD-ROM drive or other SCSI device to the OmniBook with an OmniBook-to-SCSI adapter cable. Then, connect the peripheral devices to the OmniBook one after the other—a "daisy-chain" connection.

Be certain to place the terminated device at the physical end of the SCSI chain.

5. Plug each SCSI device into a proper electrical outlet. See the device's documentation for details.
6. Turn on the SCSI device(s).

Windows automatically detects the new SCSI device and sets it up when you turn the OmniBook on. If necessary, Windows requests information about the device.

When the OmniBook's SCSI connector is attached to a SCSI device, the OmniBook is considered "docked" and a docking configuration is in effect. This includes turning the IR port off. You can inspect and edit this configuration (called either "Dock 1" or "Dock 2") in System Properties, Device Manager (Control Panel, System). Highlight Built-in Infrared Port on Laptop, then click Properties. You can turn IR back on under Device Usage. (Look up "hardware profiles" in Help for instructions on editing the docked configuration.) Reboot after editing the hardware profile, and then the configuration will remain as you have changed it every time you connect to SCSI.

## To prepare SCSI hard-disk drives

The SCSI drivers support hard disks with 512 bytes per sector. They also support removable media with 1024 bytes per sector.

For information regarding formatting and preparing your SCSI hard-disk drive, read the SCISIFMT.TXT file in the C:\SCSI directory on the OmniBook.

---

## Adding PC Cards

The OmniBook PC card slots are available for plug-in PC cards that store data and expand the "communication" capabilities of the OmniBook. The OmniBook supports two kinds of plug-in PC cards:

- Data storage cards—cards that function as disks for storing data (and therefore usually called "disks," rather than "cards"). The upper and lower card slots support data storage cards—they're typically called drives D and E.
- Input/Output (I/O) cards—cards that typically provide external connections, such as modems and network cards. The upper and lower card slots support I/O cards.

---

### Caution

**Before turning the OmniBook off, you must close all files and applications that are open to a PC card. Otherwise, you can lose data.**

---

### **Caution**

**Do not install Card Services or Socket Services software if it comes with your PC card. The OmniBook includes Card Services and Socket Services, which automatically notice and adapt to PC cards you install in the upper and lower card slots. Different versions of this software will disrupt this support.**

---

This section shows how to

- Insert a PC card into the upper or lower card slot.
- Remove a PC card.
- View or change information about installed cards.
- Prepare a data storage card.
- Set up an I/O card.

## **To insert a PC card**

The OmniBook card slots support the PC Card Standard, type II and III cards. The computer automatically detects and sets up a PC card when you insert it in a card slot.

---

### **Hint**

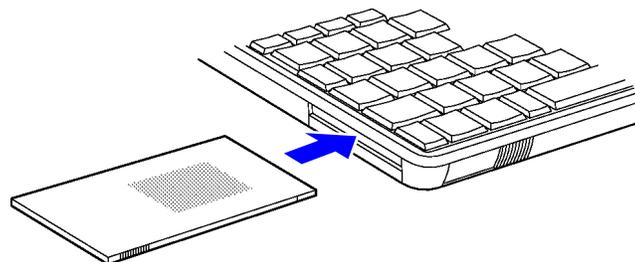
The upper card slot is the most convenient for a plug-in card that you want to remove easily or often.

The lower card slot is better for a plug-in card that you don't want to remove accidentally. If the card has an external connection, make sure it's accessible through the cutout in the tray.

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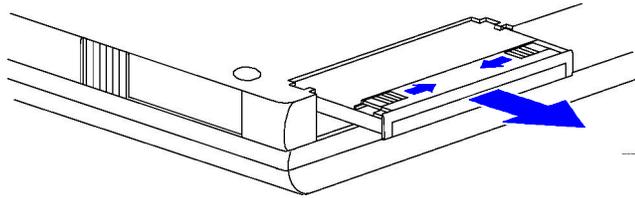
### **To insert a card in the upper slot**

- Hold the card with its face up and its connector holes toward the card slot, then slide it into the slot until it won't go any further. The card should be about flush with the case.

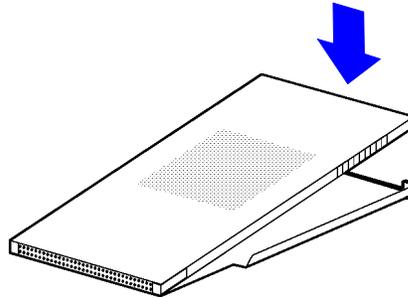


### **To insert a card in the lower slot**

1. Turn over the OmniBook, release the two latches on the bottom of the slot tray, and pull out the tray.



2. Lift or push the plastic spacer out of the tray. (Save the spacer in case you remove the card later—it keeps dust and dirt from getting inside the case.)
3. Install the new card into the tray with its face up and its connector holes toward the metal tabs at the end of the tray.



4. Slide the tray fully into the slot and secure its latches.

**Read-Write Switch.** For a data storage card, you typically want to be able to store or change data on the card. If the card has a read-write switch (on the end of the card), make sure it is in its “read-write” position—usually away from the nearest corner of the card. If you want to protect the data from being changed, slide the write-protect switch to its “write-protect” or “read-only” position before you insert the card.

A new data storage card (called a “disk”) may already be formatted and contain preloaded software—check its instructions. If you get errors when you try to use a new disk, you may have to format it—see [“To format a data storage card”](#).

For an I/O card, you may need to install special software or adjust settings—see [“To set up an I/O card”](#).

## To remove a PC card

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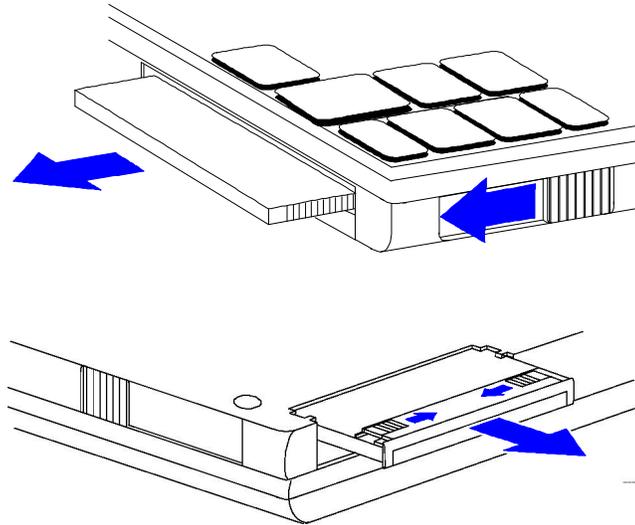
### Caution

**Do not remove a disk while it’s actively reading or writing. If you remove a disk while it’s active, its data could become corrupted.**

**Do not remove an I/O card while an application is open that’s set up to use that card—exit the application first. If you remove the card, the application (or the OmniBook) might behave unpredictably or stop responding until you restart the OmniBook.**

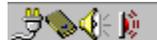
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1. You should "stop" a PC card before ejecting it. This protects your data. Click the PC Card indicator in the taskbar, then click the Stop command for the PC Card. (To restart a card, remove it, then insert it again.)
2. For a card in the upper card slot, slide the card-eject lever toward the end of the case until the card pops out, then pull out the card.  
-or-  
For a card in the lower card slot, turn over the OmniBook, release the two latches on the bottom of the slot tray, and pull out the tray.



## To view or change PC card information

The PC card indicator appears in the taskbar when a PC card is present in the card slot. A single click on the icon identifies the type of card present.



1. Double-click the PC card indicator in the taskbar. This displays status information about plugged-in PC cards on two tabs: Socket Status and Global Settings.

-or-

Click Start, Settings, Control Panel, then double-click the PC Card icon.

2. Make any changes you like. For instance, you can choose to hide or show the PC Card icon on the taskbar.

## To format a data storage card

If you insert a new data storage card (called a "disk") into a card slot (drive D or E), you may have to format it (prepare it to store data). If the card is a disk that's already formatted, you might have additional formatting options, such as making it a compressed disk.

- Read and follow the instructions that come with the PC data storage card.

- If you need to format the card, you can do so in My Computer. Single-click on the drive icon, then, in the File menu, click Format.

## To set up an I/O card

You can use the upper or lower card slot for a PC card containing an I/O device, such as a modem. You can use standard PC type II and III cards.

Most PC cards will work with the OmniBook without your needing to load any card-specific software.

---

### Caution

**Do not install Card Services or Socket Services software if it comes with your PC card. The OmniBook includes Card Services and Socket Services, which automatically notice and adapt to PC cards you install in the upper and lower card slots. Different versions of this software will disrupt this support.**

---

- If your PC card isn't automatically set up by Windows 95, then click Start, Settings, Control Panel. Double-click Add New Hardware. The wizard guides you through the required steps.
- If you need to change settings for a PC card, in System Properties (open System in the Control Panel), use the Device Manager tab. Select the card and click Properties.

For modem cards and other serial-type cards, COM ports are assigned in the order you insert the cards—typically COM3 then COM4. However, if two such cards are present when you turn on the OmniBook, COM ports are reassigned starting with the upper slot. This will cause the COM ports to switch if you inserted the lower card first. If you want to check the setup of a card, see [“To view or change PC Card information”](#).

While an I/O card is installed, that slot isn't available as a disk drive.

- For information about PC cards that operate with the OmniBook, contact Hewlett-Packard—see the *Service and Support* booklet or the OmniBook Support icon on the Information tab of HP User Tools.

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### Hints

Keep the following suggestions in mind while you're working with PC I/O cards:

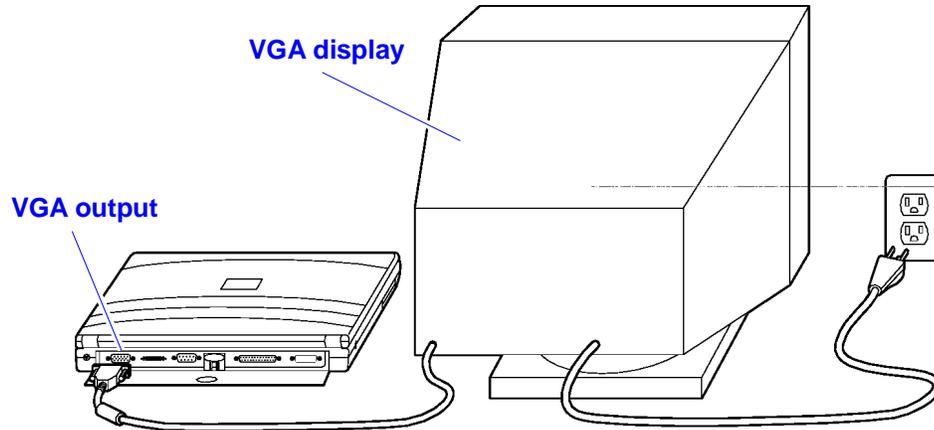
- Start a communications application only after you insert the I/O card—otherwise, the application can't initialize the card.
  - Exit a communications application before you remove the I/O card—otherwise, the application (or the OmniBook) might behave unpredictably or stop responding.
  - Remove the I/O card when you're not using it—or plug in the ac adapter. Some I/O cards draw significant power even while they're inactive.
  - If you want a PC-card modem to automatically answer an incoming call, change the automatic turn-off so the OmniBook doesn't turn off. See [“To change how power is managed.”](#) An incoming Ring signal to a PC-card modem does not turn on the OmniBook.
-

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## Connecting an External Display

You can connect an external display device to your OmniBook. For example, you can connect a VGA projection panel or a large VGA display.

1. Make sure the external display supports super VGA format.
2. Plug the VGA cable from the external display into the VGA output connector at the back of the OmniBook.



The OmniBook automatically recognizes and activates the external display. The built-in display normally turns off to conserve power and backlight life. If you keep it on, you may notice a slight dimming while the external display is connected.

If you're using an external display with a higher resolution than your OmniBook display, you must change the setting for display resolution and disable the built-in display. See ["To change the display settings."](#)

---

## Connecting an External Mouse

If you want, you can attach and use a 9-pin Microsoft serial or BallPoint mouse or compatible mouse with your OmniBook in Windows.

### To add an external mouse

- Windows 95 automatically detects and enables an external mouse.
- Unless you have a docking system, you will need to use a *serial mouse* and connect it to the *serial port*. (This is the port marked **IOIOI** )
- When you connect or disconnect an external serial mouse, click Start and Shut Down, then restart Windows.

If you want to adjust the mouse behavior, see ["To change the mouse settings"](#).

### To override the external mouse

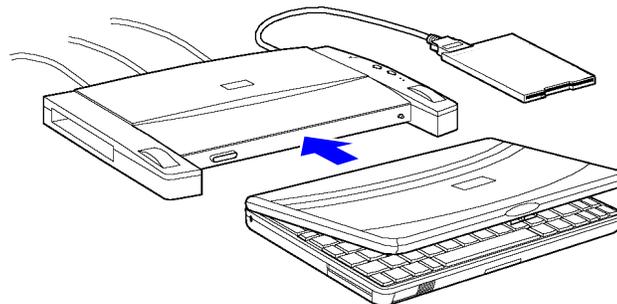
While you're using an external mouse, you can't use the built-in OmniBook mouse—unless you check the box for "Ignore external pointing device", in the External Device Settings screen in User Tools (Windows95), or on the Input Devices tab in OmniBook Tools (Windows for Workgroups).

---

## Using the Docking System

If you purchase a docking system, your OmniBook becomes even more convenient whenever you work at your desk. By making one connection—plugging your OmniBook into the docking system—you can get convenient access to these types of connections:

- Floppy drive.
- Printer or other parallel device (25-pin).
- Modem or other serial device (9-pin).
- External CD-ROM drive or other SCSI II device.
- Network access and other types of ISA and PCI boards (in the expansion-board slot).
- External keyboard.
- External mouse.
- External display.
- Stereo sound output (to headphones or speakers).
- Power (ac adapter).



If you use the docking system with a 101/102-key keyboard, a mouse, and an external display, your OmniBook is transformed into a "desktop workstation." When you work at your desk, you can use a standard keyboard, mouse, and display—all tied into your OmniBook.

In addition, with a network connection, you can tap into the services available on your local network.

## Video Cards

If you use a video card with the docking system, keep in mind the following conditions as long as the video cards are installed:

- *Do not use a password*—if you have one on the OmniBook, turn it off before docking. (Refer to [To use password protection.](#))
- You must reboot the computer whenever docking and undocking.
- There will be no docking prompting messages (telling you when you're docked and what to do, for example).
- There will be no status panel on the computer screen.

## Docking Options

Refer to the docking system's user's guide for complete information on setting up, docking, and undocking the OmniBook with a docking system.

Whenever you dock to a docking system, Windows 95 automatically switches to a "docked" hardware profile. Each docking system automatically gets a different "docked" profile. Each hardware profile defines the hardware that's available for use. (See Control Panel, Systems, and then click Properties.)

- Select the resolution you want to use on the display connected to the docking system. If you select a higher resolution than the built-in (OmniBook) display, you should set the display mode to turn off the OmniBook display in the presence of an external display—see ["To change the display settings"](#).
- It is a good idea to require a password to undock the OmniBook from the docking system. To do so, see ["To use password protection"](#).

## To use network cards with boot ROMs

- You can use a boot ROM installed on an ISA network board to boot from a server. Boot-ROM capability is not supported on PCI boards.

## To use the FN key with an external keyboard

- Since most non-OmniBook keyboards don't have a FN key, you press CTRL+ALT to access FN. For instance, to access FN+F2, press CTRL+ALT+F2.
- In order to use FN with an OmniBook hot-key sequence (such as FN+UP ARROW and FN+ESC), the option Enable External FN Key must be enabled (click Start, HP User Tools, Settings, then OmniBook External Devices).

---

## Adding Memory to the OmniBook

The OmniBook memory-expansion slot accommodates one memory-expansion board. You can install a memory-expansion board to increase the total amount of memory. (To find out your OmniBook memory size, see ["To find the system software version and memory size"](#).)

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### Hint

Print these instructions out so you can refer to them while doing this procedure.

---

### Caution

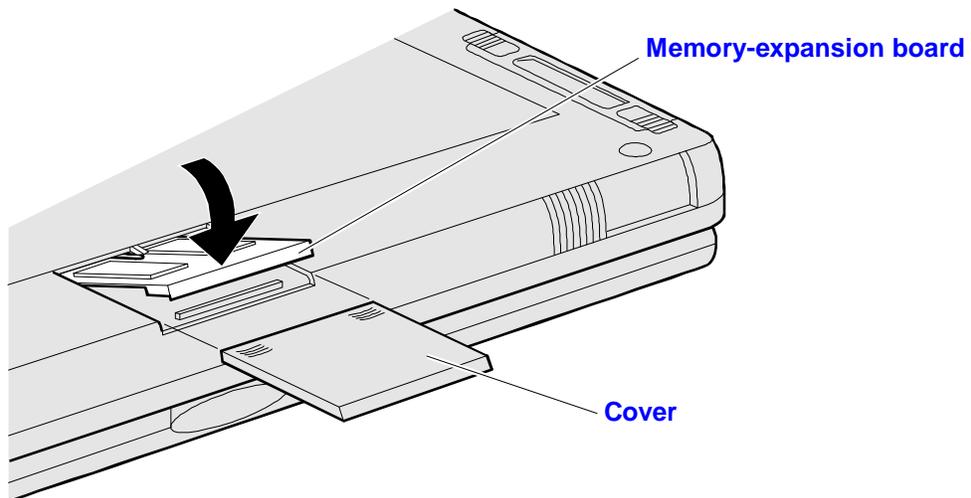
Take precautions against damage from static electricity:

- Gather all the parts you need so you can complete the installation in one sitting.
- Don't remove the memory-expansion board from its packaging until you've removed the slot cover from the OmniBook.
- When you remove the board from its packaging, hold it only by its edges. Don't touch the electronic components or gold traces.

Also, close all applications, exit Windows, shut down the computer, unplug the ac adapter, and remove the battery. Otherwise, the OmniBook or memory-expansion board may be damaged.

---

1. Exit Windows; otherwise, your current session and any unsaved data will not be preserved.
2. *Important:* Turn off the unit, unplug the ac adapter, and remove the battery. If necessary, see ["To replace the battery."](#)
3. Turn the OmniBook over. Press your thumbs against the ridges on the memory-slot cover and push the cover off of the memory-expansion slot.



#### Memory-Expansion Slot (Bottom View)

4. If a memory-expansion board is already present, pull out the original board by its plastic edge.
5. Drop the new memory-expansion board in at an angle to fit under the edge of the opening. Align the four little posts on the white plastic ridge with the four small holes in the front edge of the expansion slot. Press the board by its ridge until it is completely seated.
6. Reinstall the slot cover, insert the battery, and reset the computer.

## 3 OmniBook Configurations

- [Changing OmniBook Configurations.](#)
- [HP User Tools.](#)
- [Protecting Your OmniBook.](#)
- [Editing System Files.](#)

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### Changing OmniBook Configurations

The Control Panel (Start, Settings, Control Panel) gives you access to the configuration settings; that is, the way Windows looks and operates. Whenever you make a change, the changes are stored in the registry, or in a system configuration file, such as WIN.INI.

#### To change the display settings

The default display setting provides optimum performance for the OmniBook display. However, to use an external display of a different type (such as one with a higher resolution), you should change the display settings to conform to the external display.

- **To change the display type:** Click Start, Settings, Control Panel. Double-click Display and click the Settings tab.
  - To change the resolution, use the Desktop area slider.
  - To change the monitor type, click Change Display Type. Change the Monitor Type to match the model you're using. *If the external display has higher resolution than the OmniBook display, turn off the OmniBook display, as explained in the next paragraph.*
- **To change the OmniBook display mode:** Click Start, Settings, Control Panel. Double-click OmniBook External Devices. You can choose whether to have the built-in display continue to be on even when an external display is present. *If the external display has a higher resolution, select Off When External Display Is Present.*

If an external display is not recognized by the OmniBook, the external display will not turn on. However, you can force the computer to send video signals to an unrecognized external display by checking Force Video Signal To External Display (part of the Always On option). Open the OmniBook External Devices screen as described in the previous paragraph.

#### To change the mouse settings

- In Control Panel (click Start, Settings, Control Panel), double-click Mouse to change mouse and pointer settings. There are tabs for Buttons, Pointers, and Motion.

The built-in mouse works in Windows as well as in MS-DOS.

## To configure the Status Panel

You can specify the location and the contents of the Status Panel: battery status, keyboard status, and/or hard-drive status.

- Open HP User Tools (click Start, HP User Tools). On the Settings tab, click OmniBook Status Panel Setup.

## To use the System Configuration Utility

The System Configuration Utility provides settings for some basic configurations, such as port settings and password. You must reboot the computer to run the System Configuration Utility.

You should print out these instructions before doing this procedure.

1. Close all open applications. Reset the computer by exiting Windows and pressing CTRL+ALT+DEL, or by pressing the [reset button](#).
2. At the message **<F2> to enter System Configuration Utility**, immediately press F2 to open the System Configuration Utility. *The mouse does not work in this environment.*
3. You will see the specifications for the hard drive, the ports, the CPU, and the memory allocation and availability. Press ALT to highlight the menu. Press ENTER to open the highlighted menu. The menu has categories for these settings:
  - **System:** date and time, boot devices and configurations, docking messages (on/off), passwords, PC identification text, cache enabling, status panel enabling, and status panel settings (position, contents).
  - **Input/Output:** configuration of peripheral devices (serial and parallel ports, keyboard, display, audio, external mouse enabling).
  - **Power:** power management configuration.
4. The Defaults menu can restore the original default settings or the settings in effect prior to opening the System Configuration Utility.
5. To exit the System Configuration Utility, press ALT X. You can then choose to save new settings you have made, or not to save them.

## To run MS-DOS mode

MS-DOS mode loads a custom MS-DOS boot configuration with real-mode drivers. It enables the mouse in DOS.

1. Click Start, Programs, OmniBook, MS-DOS Mode.
2. To return to Windows, type **exit**.

---

## HP User Tools

HP User Tools (click Start, then User Tools) gives you access to some of the OmniBook's configuration settings; that is, the way the OmniBook looks and

operates. (Other configuration settings are available through the [System Configuration Utility](#).)

There are tabs for

- **Settings:** for external display, keyboard, and mouse; Status Panel; power management (including automatic time-outs).
- **Library:** to view online documentation.
- **Information:** to view license agreement, support information, version and memory, owner identification, password status, and port assignments. (To set or change a password, you must use the [System Configuration Utility](#).)

To change other standard Windows settings, use the Control Panel (Start, Settings, Control Panel). See the *Introducing Microsoft Windows* manual.

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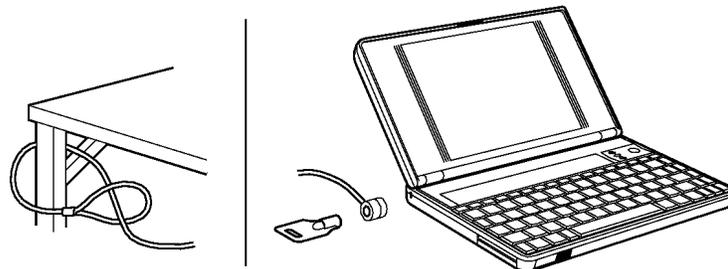
## Protecting Your OmniBook

Your OmniBook provides several ways for you to identify and protect your computer. This section shows how to

- Fasten your OmniBook with a security cable.
- Identify your OmniBook with your name and other information.
- Set up a password to prevent others from turning on your OmniBook and accessing your hard drive.
- Set up an administrator password.

### To attach a security cable

1. Use a security cable such as those available at many computer stores. (Kensington is a common brand.)
2. Loop the cable around a stationary object—make sure it can't slip off.
3. Lock the clamp into the OmniBook security connector (the small hole in the side of the case).



### To identify your OmniBook

By recording your name and other information under PC Identification, you identify your OmniBook as belonging to you. This information is always displayed when the computer is restarted (rebooted).

- To view your PC Identification, click Start, HP User Tools, Information tab, OmniBook PC Identification.
- To record and change the PC Identification, you must use the [System Configuration Utility](#).

## To use password protection

Password security protects access to your OmniBook. If you use password security, you must enter the password at certain times (defined in Password Options). On some OmniBook models (those with hard-drive security), your password protects your hard disk even if the hard disk is installed in another computer.



This symbol means a password has locked access to the system. Type the password to gain access.

---

### Caution

**Be sure you record your password in a safe place. To restore operation if you forget your password, you'll have to call Hewlett-Packard at the number in the *Service and Support* booklet or online in OmniBook Support, OmniBook Library.**

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### To set or delete a password

1. Open the [System Configuration Utility](#).
2. Open System menu, Passwords (Press ALT, S, P.)
3. Select Password Options to set the conditions for using a password. See the descriptions below.
4. Select Set Admin Password or Set User Password to specify the passwords. See the descriptions below.

To delete a password, repeat this procedure, leaving the New Password line blank.

### Password Types

- **User password.** A user password can control access to your OmniBook when turning it on, undocking it, or changing certain settings.
- **Admin password.** An administrator password allows access to everything protected by the user password. In addition, you (or your systems administrator) can protect the PC Identification information with the administrator password *only*, thereby preventing an individual user (with only a user password) from changing the PC Identification.

### Password Options

The Password Options dialog box gives you the following options for password security:

- **Admin Password required to save changes to PC Identification.** You must enter the Admin password in order to change the PC Identification text.
- **Turn ON, Always.** You must enter the password every time you turn on the OmniBook—even if it turned itself off after a period of inactivity.
- **Turn ON, after FN+OFF.** You must enter the password when you turn on the OmniBook *after having turned it off by pressing FN+On/Off*. Note that using this option with an external keyboard (such as with a docking system) results in a reboot as well as a password lock. This is because FN maps to CTRL+ALT on an external keyboard, and CTRL+ALT+OFF turns the OmniBook off and reboots it.
- **Undock.** You must enter the password in order to undock the OmniBook from a docking system.

### To turn off password protection

- Simply clear all the option boxes. This retains your password, but does not invoke it.

---

## Editing System Files

The operation of your system depends in part on four key system files on drive C: CONFIG.SYS, AUTOEXEC.BAT, WIN.INI, and SYSTEM.INI. For example, the settings that specify your Windows environment are stored in WIN.INI. In addition, many applications store setup information in configuration files. In certain special situations you may want to edit these files—but *normally you don't need to do this*.

### To edit system files

The SysEdit program automatically backs up a copy of the original file and gives it the extension .SYD.

1. Click Start and Run.
2. Type **sysedit** and choose OK.
3. Click the window for the file you want to edit and make the changes.
4. From the File menu, choose Save to save the changes for the system file in the active window.
5. Exit Windows and restart (reboot) the computer.

If the system doesn't reboot successfully, see ["Rebooting the OmniBook"](#).

### To recover system files

1. If your system doesn't reboot successfully, see ["Rebooting the OmniBook"](#).
2. If you copied your system files before editing them, restore them from the copies you made.  
–or–  
If you back up your files periodically, retrieve the previous version of a system file from your most recent backup.

System files normally reside in specific directories on your disk. CONFIG.SYS and AUTOEXEC.BAT are in C:\, and WIN.INI and SYSTEM.INI are in C:\WINDOWS.

## 4 Recovering and Restarting

- [Recovering OmniBook Files.](#)
- [Restarting the OmniBook.](#)
- [Upgrading the Hard Drive.](#)

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### Recovering OmniBook Files

As you work with your OmniBook, you'll probably want to protect the information on your disks from accidental damage. This section gives suggestions about how to

- Periodically back up your files.
- Reinstall files on drive C.
- Repair and clean up a disk.
- Reboot the OmniBook.
- Upgrade the hard drive (drive C).

#### To back up your files

As you create or add information on your OmniBook, the need to make backup copies of that information becomes more important. By making backup copies of key files, you can reduce the chance of accidentally losing that data.

- You can back up individual files to floppy disks using the Explorer (Start, Programs, Windows Explorer).
- For greater back-up storage of the hard disk, use Microsoft Backup (Start, Programs, Accessories, System Tools, Backup).

You can also do single or multiple file backups to an external storage device connected to one of the OmniBook's ports.

If you have a PC with an IR port, or if you have an IrDA network device, you can link it to the OmniBook's fast IrDA port to make a backup quickly. Fast IrDA is more than 30 times faster than regular IrDA.

#### To reinstall original software files on drive C

Drive C (the hard-disk drive) is the main mass storage device for the OmniBook. If drive C becomes corrupted for any reason, *or if you install a new hard drive into drive C*, you need to reformat the disk and reinstall the original software programs.

On the other hand, if you accidentally delete or corrupt only *individual* files on drive C, you might be able to recover them from your backup disks. Other applications you've installed and other files you've created remain on

the disk. Many individual system files are also accessible on the *Recovery* CD ROM.

The equipment you need are the OmniBook, its ac adapter, a floppy drive, and a CD-ROM drive (preferably SCSI-type). You also need the Recovery CD ROM and the *Support Utility* floppy disk. If you have a docking system, you can leave the OmniBook docked during most of this procedure.

*These steps will delete any software or files you may have installed or created on your hard disk.*

1. Plug in the ac adapter to the OmniBook.
2. Turn *off* the OmniBook. Set up and connect a SCSI-type CD-ROM drive (HP part number F1196A) to the docking/SCSI port of the OmniBook or to the SCSI port of the docking system. A direct SCSI connection to the OmniBook requires an OmniBook-to-SCSI adapter cable, HP part number F1182A. (Note that you can also use a CD-ROM drive with the parallel or PC-card ports, *if* you follow the additional instructions given in the README file in the root directory on the CD ROM.)
3. Turn on the CD-ROM drive and insert the *Recovery* CD-ROM —make sure you use the correct CD-ROM.
4. Connect the floppy drive to the OmniBook. Insert the *Support Utility* floppy disk into the floppy drive.
5. Turn on the OmniBook. Exit Windows, if possible, and restart the computer from the floppy drive: Press CTRL+ALT+DEL or press the reset button. (Note: To restart from the floppy drive, the System Configuration Utility must have System, Boot Devices set to FDD First.)
6. When you see a menu of startup options, select Reinstall All Original Files. Follow the instructions and *do not interrupt the file-transfer process*.

When the process finishes, your hard disk contains the original files. *This process can take an hour or more*. If you'd like, you can then restore selected files from a recent backup.

## To clean up a disk

After a period of use, the file structure on a disk may develop corrupted sections or disjointed files, causing errors or slightly longer response time in some situations. If you clean up the disk every few months or so, you can optimize your disk's operation. You can *defragment* a disk, and you can *scan* a disk.

---

### Caution

**Back up your files periodically, especially before cleaning up a disk.**

---

1. Plug in the ac adapter in case the battery is low.
2. To find or repair errors on a disk, click Start, Programs, Accessories, System Tools, ScanDisk. Select the disk drive to scan.
3. To defragment a disk, click Start, Programs, Accessories, System Tools, Disk Defragmenter.

4. Select the disk drive to defragment. This speeds up disk access and saves space by consolidating file fragments into contiguous units.

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## Restarting the OmniBook

In certain situations you may want to restart the OmniBook. For example, you may have made a change in a system file and now want to make that change active—so you need to *reboot* the OmniBook.

Under certain unpredictable conditions, the operating system may unexpectedly get stuck in a state where nothing seems to work—so you may need to reset the OmniBook.

This section shows how to

- Reboot the OmniBook to load the software again.
- Reset the OmniBook for a hardware check and reboot.

### Rebooting the OmniBook

Rebooting essentially starts up the OmniBook software from scratch—your current work session is discarded, and the operating system rereads the system files to determine the proper configuration. This is the same as rebooting a PC.

### To reboot normally (from drive C)

1. Click Start, Shut Down, then click a shut-down option. (If the OmniBook has stopped responding, try pressing CTRL+ALT+DEL.) In certain situations, you might need to press the [reset button](#).
2. If your OmniBook doesn't restart successfully, press CTRL+ALT+DEL again, *but when Starting Windows...* appears on the display, press F8. Then choose the log option or another option and investigate the problem. See ["Solving Problems."](#)

If your system doesn't succeed with a normal reboot, one or more of your system files on drive C may be bad. If you have a floppy boot disk available, you can reboot from the floppy drive (see "To reboot from a floppy disk" below)—or you can selectively reboot from drive C. See ["If the OmniBook doesn't reboot successfully."](#)

### To reboot from a floppy disk

1. Plug in the OmniBook floppy drive.
2. Insert a good "boot" disk in the drive—a *system disk*, which contains system files. You can use your *Support Utility* disk.
3. Press CTRL+ALT+DEL to reboot from the floppy disk.

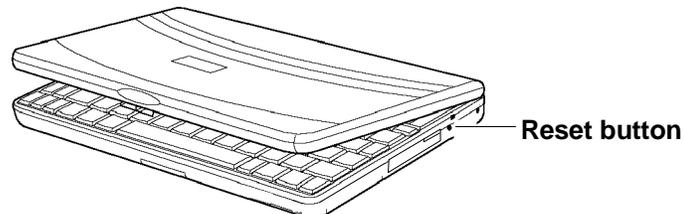
If you are using the *Support Utility* disk, choose the Minimum Startup option. This starts the OmniBook in a fixed, minimum configuration that facilitates recovery:

- The power-management and message-management drivers are loaded.
- The PC card drivers aren't loaded, so the card slots are not usable.
- Common MS-DOS disk commands are available, such as ScanDisk and EDIT. You can use them to examine drive C.
- After rebooting successfully from a floppy disk, determine what is wrong with drive C. Then try rebooting again from drive C to regain the computer's full configuration. If this does not work, see ["If the OmniBook doesn't reboot successfully."](#)

## To reset the OmniBook

If the OmniBook unexpectedly hangs up in a state where nothing seems to work, you may need to reset it. This is the equivalent of turning a PC off and on. When you reset the system, it discards your current work session, resets and checks the hardware, and rereads the system files.

1. If the floppy drive is plugged in, make sure there's no disk in it—unless you're trying to reboot from a floppy disk.
2. Try rebooting the OmniBook by pressing CTRL+ALT+DEL.
3. Insert a ball-point pen tip or other slender object into the small opening marked "RESET" on the right side of the computer, near the mouse. Push in momentarily—the system resets and reboots. Since this is a hardware reset, it is more complete than the software reset, CTRL+ALT+DEL.



If the reset button has no effect, remove the battery and ac adapter and press the reset button—then install the battery or plug in the ac adapter and try pressing the reset button again.

If the computer responds but does not reboot correctly, see ["If the OmniBook doesn't reboot successfully."](#)

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## Upgrading the Hard Drive

This section shows how to

- Find your system software version and amount of memory.
- Replace the hard-disk drive (drive C).

## To find the system software version and memory size

- Click Start and HP User Tools, then on the Information tab, click OmniBook System Information.

To add memory to the OmniBook, see [“Adding Memory to the OmniBook”](#).

## To replace the hard drive (drive C)

You normally don't remove drive C—that's the main internal disk (also called the "hard-disk drive"). The two main reasons to replace drive C are for upgrade and for repair.

---

### Hint

Print these instructions out so you can refer to them while doing the procedure.

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### Caution

**If you're replacing drive C, back up your files before replacing the drive. Otherwise, you won't be able to restore files you've created or changed.**

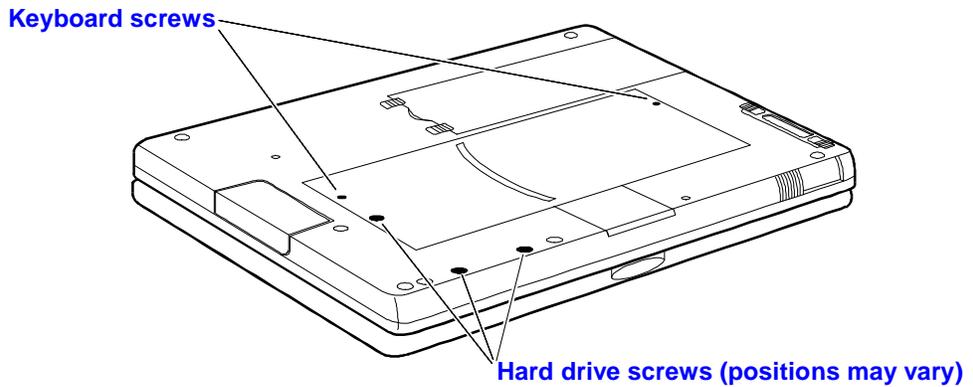
**Take precautions against damage from static electricity:**

- **Gather all the parts you need so you can complete the installation in one sitting.**
- **Don't remove the drive from its packaging until you're ready to insert it.**
- **When you remove the drive from its packaging, hold it only by its edges.**

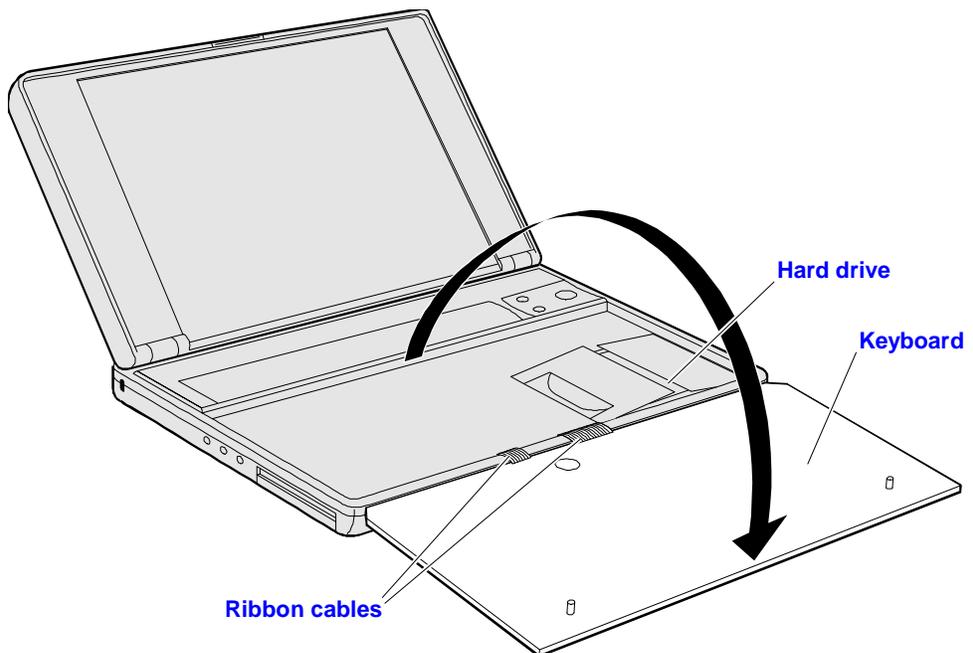
**Close all applications, exit Windows, shut down the computer, unplug the ac adapter, and remove the battery before removing the hard drive. Otherwise, the OmniBook or the hard drive may be damaged.**

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1. Back up all the files on your current drive C. You can back up the files to a tape drive, a network drive, a PC card, or floppy disks.  
  
Click Start, Programs, Accessories, System Tools, Backup, and then use the Backup tab to specify the backup source and the backup destination.
2. *Important:* Turn off the unit, unplug the ac adapter, and remove the battery.
3. Close the cover and turn your computer over. Using a Torx-T6 screwdriver, remove the five screws holding the hard drive and the keyboard in place (the exact locations vary with the type of hard drive).

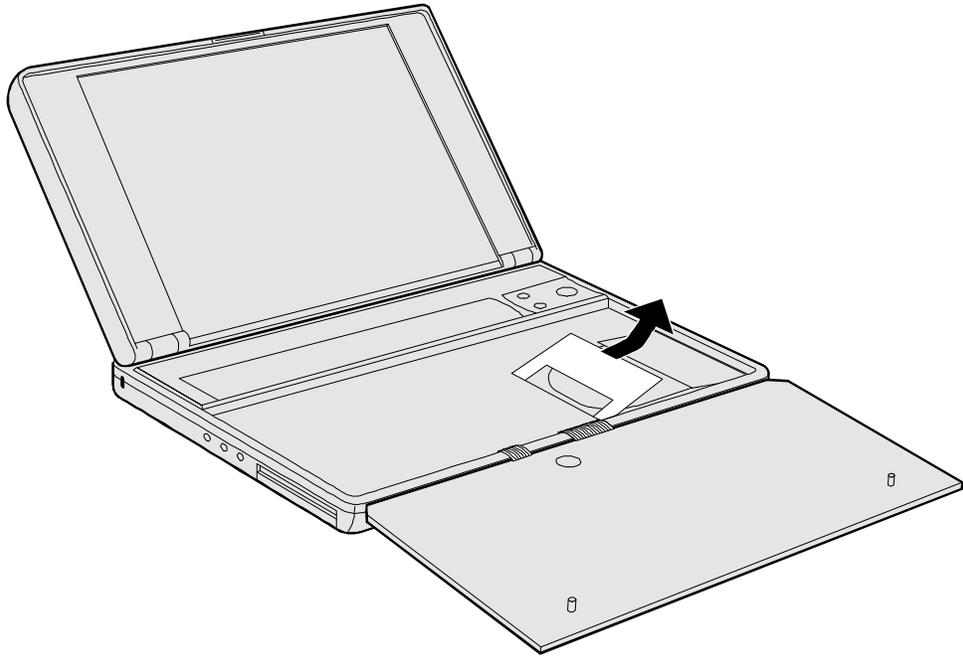


4. Remove the keyboard by inserting your fingertips between the top row of keys (the F keys) and the case and then lifting. Then fold the keyboard *gently* forward so that it lies upside down on the table. *Do not pull up on the keyboard. Keep the ribbon cables tucked in the case, otherwise you will need to tuck them back in with a paper clip.*



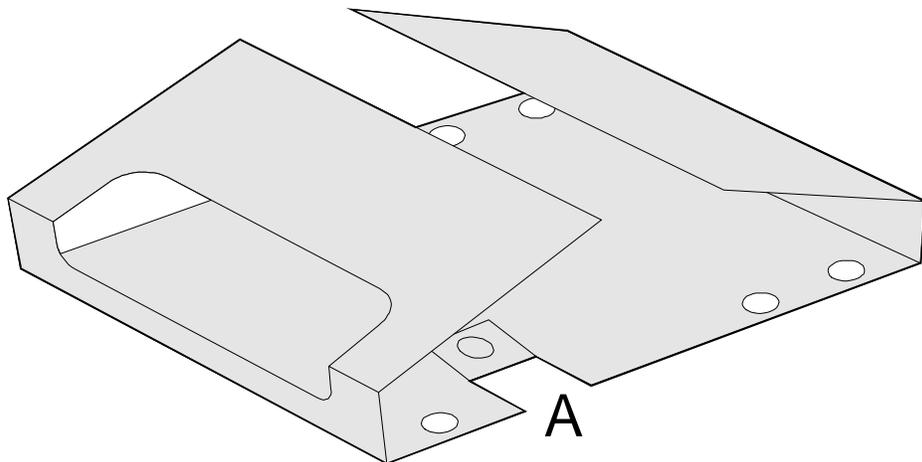
5. *Handle the hard drive only by its edges to avoid damage from electrostatic discharge.*

Disengage the hard drive connectors by grasping the left Mylar flap and pulling to the right as shown. Lift up on the Mylar sheet and remove the hard drive. The Mylar sheet stays in place.



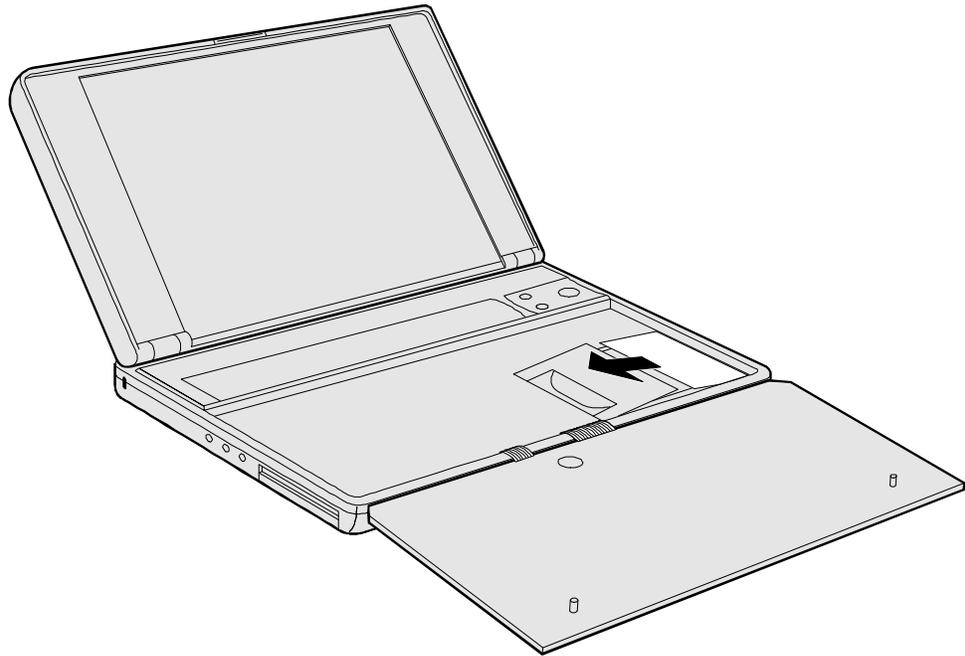
6. If your new hard drive is from a different manufacturer than the old one, it may have screws in different positions. Determine which mounting holes you need; then, if necessary, push out rubber screw-hole covers from the inside using a bent paper clip. (From the outside of the computer, insert the rubber covers into the holes you won't need.)

If your new hard drive has screws in different positions from the old one, you will also need to adjust the Mylar sheet. Compare the location of the screw-holes in the new hard drive with those in the Mylar sheet. If there is *no* screw at position A, then *unfold* the flap at position A, and lay it flat before laying the hard drive down on the Mylar.

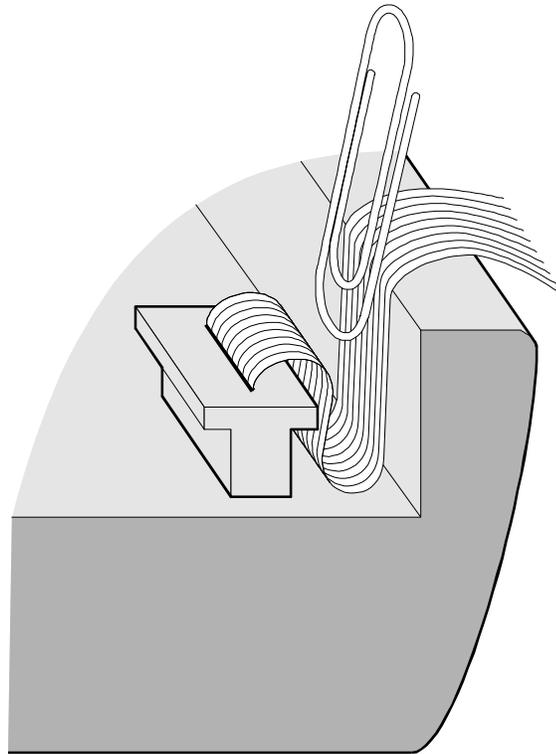


7. Holding the new hard drive by its edges, with the connectors on the left side, lay it in place. Grasp the right Mylar flap and pull to the left to engage the connection between the hard drive and the computer. *Do not push down on the hard drive.* If the hard drive's connectors do not

engage the computer's connectors, pull the hard drive back out and try again. Then fold the Mylar sheet back over the hard drive.



8. If the ribbon cables are no longer tucked into the frame, then push them back into the recessed openings with a paper clip, as shown below. Reinsert the keyboard by engaging the four front tabs on the keyboard into the four slots in the computer frame, pressing down on the keyboard as you insert the tabs. Make sure the ribbon cables slide into the recessed openings *and do not extend under the keyboard*.



9. Close the OmniBook, turn it over, and re-insert the five screws removed in step 3. *Do not over-tighten the screws*—screw just until you feel resistance.
10. Insert the battery. Connect the ac adapter.
11. Press the reset button.
12. Install Windows and the original software on the new drive C using the [Recovery CD-ROM](#)—check the README file for instructions. (If you are using an operating system other than Windows95, you need to re-install the operating system from your own source, then load the OmniBook-specific software, as explained in the *Getting Started* manual.)
13. Restore the files you backed up from the old drive C:  
Click Start, Programs, Accessories, System Tools, Backup, and then use the Restore tab to specify the source of the backup files and the destination for the restoration.

## 5 The Personal Information Applications

- [Managing Your Time with Appointment Book.](#)
- [Listing People in Phone Book.](#)
- [Getting Answers from HP Financial Calculator.](#)

This chapter introduces three applications to help you keep track of things—meetings and appointments, addresses and telephone numbers, personal records and finances—to mention just a few.

### Appointment Book

Appointment Book is a flexible time-management system that lets you quickly schedule and review your daily activities for the most efficient and productive use of your time.

### Phone Book

Phone Book provides a convenient place for you to record names, addresses, telephone numbers, and other information you need to store and look up quickly.

### Hewlett-Packard Financial Calculator

HP Financial Calculator provides a complete set of tools that let you solve problems dealing with general arithmetic, technical math, business percentages, interest rate conversions, and time value of money—to mention just a few.

---

### Hint

Appointment Book (and Phone Book ) keeps the working file open, and it updates the file for each change you make. Follow these suggestions to prevent accidental damage to your appointment and phone files:

- Exit Appointment Book and Phone Book when you're not using them or before you turn off your OmniBook. If Appointment Book or Phone Book is open and your OmniBook has an unexpected problem, it could corrupt the current appointment file or phone file.
  - Open only files that reside on drive C, not on a removable disk. An open file on a removable disk (such as a floppy disk or PC card) is susceptible to corruption in certain situations.
- 

---

## Managing Your Time with Appointment Book

Appointment Book in your OmniBook is the perfect replacement for that old pocket calendar or bulky scheduler you may have used in the past. Appointment Book helps allocate your time, and is as easy to use as other Windows applications. Here are some of the ways to put Appointment Book to work:

- View your daily, weekly, or monthly calendar at a glance.
- Quickly add and delete appointments.
- Use your OmniBook to signal the next appointment.
- Keep detailed records of past appointments kept and tasks performed.
- Print a copy of your schedule for others.

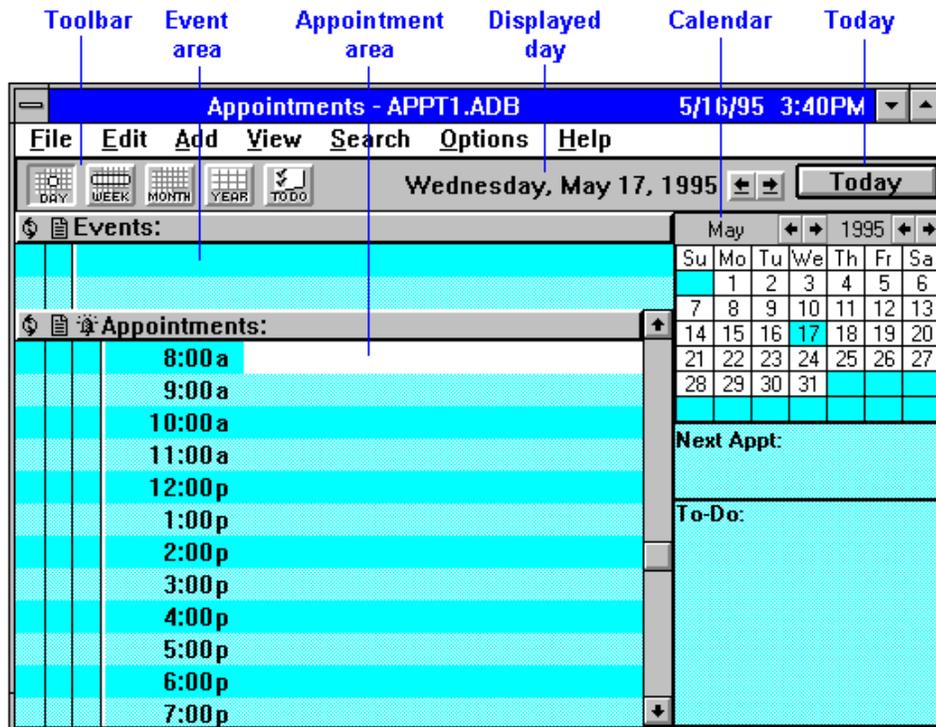
This section shows selected features of Appointment Book, and briefly illustrates how to make and delete an appointment.

## To start Appointment Book

- Click Start, Programs, OmniBook, and Appointment Book.

## To view your appointments

- Click the Day button on the Toolbar.



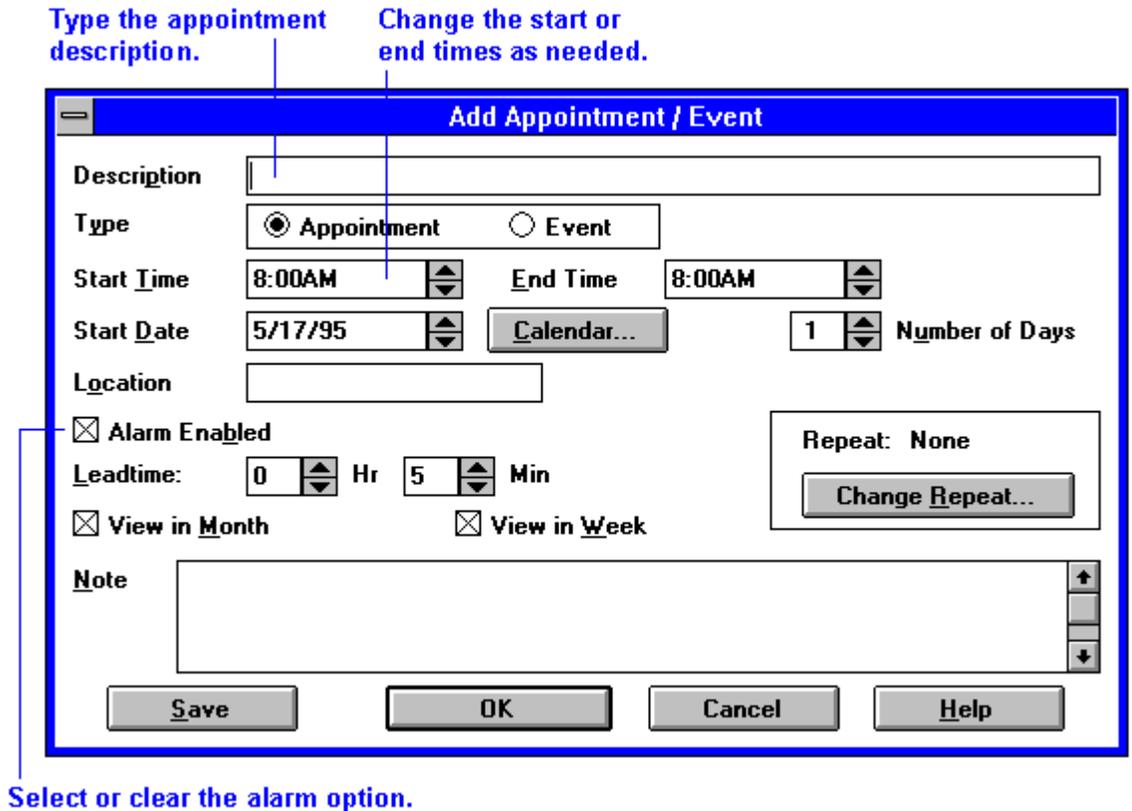
## To change to a different day, month, or year

- Click the desired day, month, or year in the Calendar.

## To add a new appointment

1. If necessary, click the day in the Calendar to display the day of your new appointment.

2. Click the mouse on the line next to the desired time in the Appointment area. Double-click to open the Add Appointment/Event box.
3. Type a description of the appointment.
4. Press ENTER or click OK to create the appointment. (Click SAVE to save the appointment and create another one.)



When the OmniBook signals an appointment, it displays a dialog box to signal the alarm, even if you have exited Appointment Book or are working in another application. If the OmniBook is off, it turns on to display the box and signal your alarm.

### To add a new event

Events (like holidays and anniversaries) are special days you don't want to forget.

1. If necessary, click the Day button to display and change to the day of your new event.
2. Click the mouse on the top blank line *in the Event area*. You see the highlight move there.
3. Type a description of the event.
4. Press ENTER to add the event.

## To delete an appointment or event

1. Click the appointment or event to move the highlight there.
2. From the Edit menu, select Delete to delete the appointment or event.

Appointment Book saves every change to your schedule for you *as you make it*. So if for some reason you decide to exit the Appointment Book application, you don't need to worry about saving changes first.

## To run a program automatically

- Create an appointment whose Description field starts with | followed by the command line. For example, to run a batch file called BACKUP (in directory MYFILES) at 1:00 a.m., set an appointment for 1:00 with this Description field:

```
|C:\MYFILES\BACKUP.BAT
```

---

## Listing People in Phone Book

Phone Book is another valuable part of your portable OmniBook. It is actually a personal database containing names, addresses, and—most important—telephone numbers, all ready for handy reference. You can add entries, delete them, search for a specific name, or even search for specific text. This section gives a brief introduction into using Phone Book.

### To start Phone Book

- Click Start, Programs, OmniBook, and Phone Book.

### To add a person to the list

1. Double-click a blank line in the display area.  
—or—  
Press F2.
2. In the Name box, type a person's name—for example, "Martin, Jean-Claude."

Remember to type the last name first, because when you sort or search the list of items, the operation begins by looking at the leftmost character. Putting last names first will make it easier to find people later.

Type the last name first. Names are sorted alphabetically.

**Add New Item**

**Name** Martin, Jean-Claude

**Phone:** Business 444-6688 **H**ome

**Alternate** **Fax** 444-6689

**Title** Ski instructor **Category** business

**Company** La Nieve Profonde

**Address1** 4387 Schussboomer Street

**Address2**

**City** Hidden Valley **State** CO **Zip** 53409

**Note**

Save OK Cancel Help

3. Type information in the rest of the Add New Item box. See the hints below.
4. Click OK or press ENTER to enter the item into the list.

—or—

Click Save to enter the item into the list and open a new, blank item. This is a good way to add several items to the list, one after another.

When you add new persons to the list, they're automatically placed in alphabetical order.

---

## Hints

- For ease of typing, you can use the TAB key to tab between fields. (SHIFT+TAB tabs backwards.)
  - The Category entry allows you to sort your list into sections for relatives, personal acquaintances, business contacts, and so on.
  - You can leave almost any field blank.
- 

## To search for a person

1. Type the first letters of the name you want to find. When you start typing a name, Phone Book's Fast Goto dialog box pops up and searches as you type. The highlight moves to the name as you type it.
2. When the highlight is on the name you want, press ENTER to close the Fast Goto dialog box.

---

## Getting Answers from HP Financial Calculator

HP Financial Calculator gives you all the power and convenience of a full-fledged Hewlett-Packard handheld calculator. It lets you quickly perform mathematical operations, as well as sophisticated financial and scientific calculations. Here's a sample of what you can do with this handy OmniBook application:

- Perform general arithmetic problems involving addition, subtraction, multiplication, and division.
- Execute sophisticated TVM (time value of money) and financial calculations.
- Produce analyses of financial alternatives.
- Do conversions involving currency, length, temperature, and other units.
- Perform calculations using scientific functions like sine, cosine, polar/rectangular functions, and more.
- Solve algebraic equations with the Solver.
- Switch between conventional algebraic mode and the RPN (Reverse Polish Notation) familiar to many HP calculator users.

### Attention HP Calculator Veterans

If you've already used another Hewlett-Packard calculator like the HP 19BII or the HP 200LX's Calculator, you'll find HP Calculator remarkably similar. But now you can press buttons on the keyboard or click buttons in the HP Calculator window to accomplish the same tasks.

### To start HP Calculator

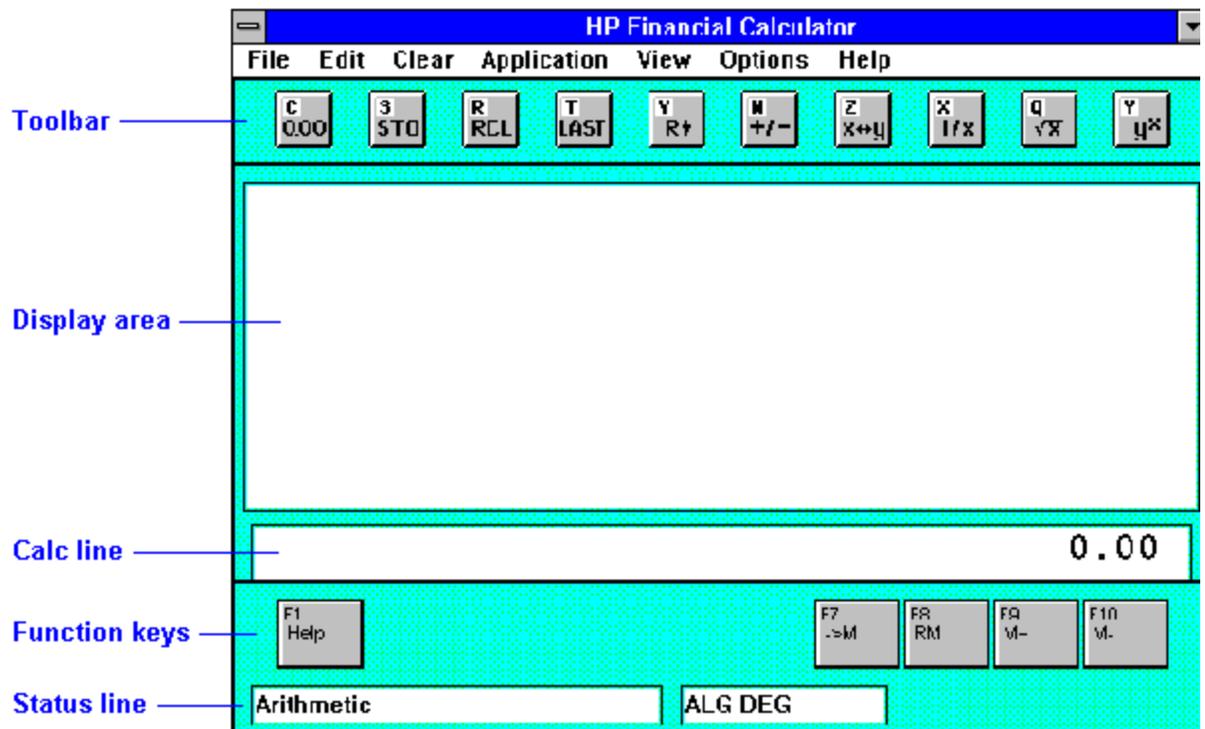
- Click Start, Programs, OmniBook, and HP Financial Calculator.

### To perform a math function on one number

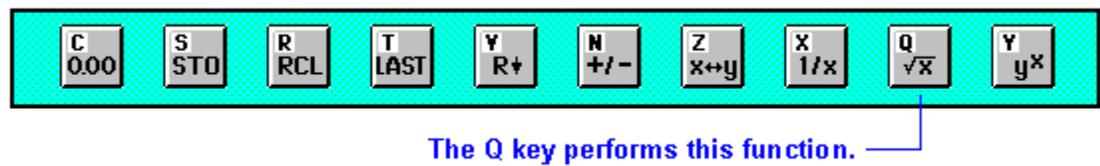
1. Type the number. The number appears in the Calc line.
2. Click the button for the desired math function.

–or–

Press the key on the OmniBook keyboard corresponding to the desired math function.



HP Calculator “takes over” part of your OmniBook’s keyboard and reassigns functions to it. You can see these functions and the applicable keys on the display of calculator buttons—for example, pressing the Q key takes the square root of the number in the Calc line.



## Hints

Use BACKSPACE to correct a single keystroke on the Calc line.

Use DEL to erase the entire Calc line and reset it to zero.

## To do simple arithmetic

1. Type the calculation in the Calc line.
2. Press ENTER (or the = key).

Your OmniBook’s HP Calculator application starts in algebraic mode, shown by the letters ALG in the status line. When algebraic mode is active, you can type a number into the Calc line, then type an arithmetic operator like +, then type another number and press ENTER or the = key to see the answer.

If you are entering a multi-step problem, intermediate results are calculated when you type the next arithmetic operator. You can also type parentheses to group different parts of a calculation.

## 6 Troubleshooting

- [Solving Problems.](#)

If you run into problems using your OmniBook, you can use the suggestions in this chapter for getting back on track. Also check the contents and index for pointers to related information.

---

### Hints

If you're having a problem within one particular software application, check the manual for that application, too.

If you suspect the OmniBook requires service, contact Hewlett-Packard. See the *Support and Service* booklet, or click Start, Programs, OmniBook Library, OmniBook Support.

If you have questions that this manual doesn't answer, you can

- See the *Microsoft Introducing Windows* manual—it's your main source of information about Windows.
- In Windows Help, display the Contents and open the Troubleshooting book, then use the Windows troubleshooters.
- Look at the online Help for Windows and other applications.
- Check with your computer system administrator, if you have one.
- See other books about Windows, MS-DOS, and other applications. Check your local library or bookstore.
- Contact your dealer, or contact Hewlett-Packard—see the OmniBook *Support and Service* booklet or the online OmniBook Support).

---

## Solving Problems

Windows 95 provides “troubleshooters” for several types of common problems.

- Click Start and Help. On the Contents tab, open the Troubleshooting book, then start the desired troubleshooter.

This section separates problems into the following categories:

- Printing problems.
- Memory problems.
- Mouse problems.
- PC-card problems.
- PCI board problems.
- Drive problems.
- Serial and infrared problems.

- Parallel port problems.
- Sound problems.
- General operating problems.
- Display problems.
- Keyboard problems.
- Power and startup problems.
- Lockup problems.

## Printing Problems

- In Windows Help, use the printing troubleshooter.
- See [“To install a printer”](#).
- For a serial printer, check that you’re using a proper cable or cable adapter.
- For an infrared printer, check the following:
  - Make sure the infrared light path is not blocked.
  - Make sure the infrared printer is IrDA compatible.
  - If you’re printing to an infrared printer, make sure its port is set to LPT3 or COM4. Check the printer’s property sheet. An HP Deskjet 600C or 680C needs to use COM4 (not LPT3).
  - Make sure Windows is running—infrared printing is supported only while Windows is running.
  - Make sure you have not disabled IrDA support on your OmniBook.
  - Start Infrared Monitor before you print. In Control Panel, double-click Infrared.
  - For infrared printing from an MS-DOS program, run the program in an MS-DOS Prompt window instead of in MS-DOS mode.
  - You might need to re-align the IR ports of the printer and the OmniBook.
- For a parallel printer connected to the OmniBook, check the following:
  - Check that you’re using a standard parallel printer cable.
  - Verify that the printer port and the audio port do not use the same interrupt value.
- If you can print from another application, check the current application. The application itself may be at fault.

## Memory Problems

- In Windows Help, use the memory troubleshooter.
- If you’re having memory problems running MS-DOS programs, in Windows Help use the MS-DOS troubleshooter.

## Mouse Problems

### If the mouse pointer is difficult to control

- Adjust the mouse sensitivity—click Start, Settings, Control Panel, Mouse.

### If a mouse connected to the serial port doesn't work properly

- Check whether the serial mouse is compatible with the OmniBook—the mouse must be compatible with the 9-pin serial Microsoft Mouse.

### If the OmniBook mouse doesn't work

- Make sure you don't have an external mouse connected. If you do, you can still return control to the OmniBook mouse by checking "Ignore external pointing device" in HP User Tools, OmniBook External Device Settings.

### If the mouse doesn't work in MS-DOS

- See ["To run MS-DOS mode"](#).

## PC Card Problems

- If a data storage card doesn't work properly, check if it has a write-protect switch and that it's set properly.
- If a modem card doesn't work properly, in Windows Help use the modem troubleshooter.
- In Windows Help, use the PC card troubleshooter.

## PCI Board problems

- You cannot use boot ROMs to boot off the server with a PCI network board. (You can do so with an ISA board.)

## Drive problems

- If the floppy drive doesn't work, check its cable connection.
- If a SCSI drive doesn't work when you connect it, make sure you turn off the OmniBook while you connect the device, that each device has a different SCSI address, and that the SCSI bus is terminated.
- If you need more disk space, in Windows Help use the disk space troubleshooter.
- If files on a drive become damaged, run ScanDisk (in Start, Programs, Accessories, System Tools).
- If a backup-tape drive does not work correctly, its bus speed might be too slow for the OmniBook. You can decrease the OmniBook's bus speed to 33 MHz by holding down the FN key and pressing the minus key. (To restore the normal speed, press FN and the plus key simultaneously.)

## Serial and Infrared Communications Problems

- If a modem doesn't work properly, in Windows Help use the modem troubleshooter.
- If you cannot make a serial connection at high speed (115 K baud), try changing the Power Management setting in the [System Configuration Utility](#) to "Moderate" (from "Maximum"): In the SCU, open the Power menu, select Power Controls, and set CPU Power Management to Moderate.
- For an infrared connection, start Infrared Monitor before you connect. In Control Panel, double-click Infrared.
- If an infrared data connection doesn't work, make sure you're using the COM4 port (the "virtual" or "simulated" IR port). For printing, use the LPT3 port instead (as the virtual port), unless you are using an HP Deskjet 600C or 680C.
- If an infrared connection does not work, try disabling it and then re-enabling it. To do this, open OmniBook Tools and select the Communications tab. Select Start, Infrared and the Options tab. Clear the box for Enable Infrared Communications On: (port). Click Apply. Put a checkmark back in the first box, then click OK.
- For an MS-DOS program using an infrared connection, run the program in an MS-DOS Prompt window instead of in MS-DOS mode.
- Try re-aligning the two devices to align their infrared ports. Make sure the two devices are no more than 1 meter apart.
- Check the settings in your communications software and in the OmniBook's IR Monitor. IrDA must be enabled.

## Parallel Port Problems

- If a parallel device will not work correctly, its bus speed might be too slow for the OmniBook. You can decrease the OmniBook's bus speed to 33 MHz by holding down the FN key and pressing the minus key. (To restore the normal speed, press FN and the plus key simultaneously.)

## Sound Problems

- Check the configuration of the sound card driver. I/O addresses and interrupt values (IRQs) are listed in the *Getting Started* manual.
- Check the playback or recording sound levels, channels, and muting—double-click the speaker symbol in the taskbar.

### **If the volume keeps reverting to old settings**

- The hot-key volume and mute controls (FN+UP ARROW, FN+DOWN ARROW, FN+SPACEBAR) are effective for the duration of the current audio file only. Use the Windows volume controls to effect a change permanently.

## General Operating Problems

See your *Introducing Windows 95* manual for general information about using Windows 95. Also, see the manual for the specific application you're having trouble with.

#### **If the computer seems slow**

- Check that Cache is enabled (in the System Configuration Utility, open the System menu and check Enable Cache).
- You might need to install more RAM. The memory-expansion boards are HP part numbers F1167A (8 MB), F1168A (16 MB), and F1169A (32 MB).

#### **If the Status Panel isn't visible**

- Press FN+ESC.

#### **If the FN application keys don't work**

- Make sure you hold FN while you press the function key (F1-F12).

## **Display Problems**

- Try adjusting the display—press the ^ and v buttons above the keyboard. Try holding FN and pressing one of the buttons.
- If the OmniBook is cold, allow it to warm up.
- Set the display resolution to its original setting: 800×600 (SVGA) and 256 colors, or set the lowest available setting. In the Control Panel, open Display, Settings tab.
- If the external display won't turn on, its driver might be unrecognized by the OmniBook. You can force the computer to send the driver video signals anyway. Open the OmniBook External Devices screen (Start, Settings, Control Panel, then OmniBook External Devices). Check the box that reads Force Video Signal to External Display.

## **Keyboard Problems**

- If you are using a docking system with an external keyboard without an FN key, substitute the keystrokes CTRL+ALT for FN.

In order to use FN with an OmniBook hot-key sequence (such as FN+UP ARROW and FN+SPACEBAR), the option **Enable external FN key** must be selected (Start, HP User Tools, Settings, OmniBook External Devices).

## **Power and Startup Problems**

#### **If you can't start Windows**

- In the [System Configuration Utility](#), set Factory Default Settings in the Defaults menu.

#### **If the computer seems slow**

- Check that Cache is enabled (in the System Configuration Utility, open the System menu and check Enable Cache).
- You might need to install more RAM. The memory-expansion boards are HP part numbers F1167A (8 MB), F1168A (16 MB), and F1169A (32 MB).

#### **If the battery runs down too fast**

- Make sure you charge the battery until the Status Panel shows a full battery. The charging light changes from orange to green when the battery is only about 90% charged.
- Try conserving power using any of the suggestions listed under [“To save battery power”](#).
- If the operating time has gotten shorter and the battery pack is more than a year or two old, you may need a new battery pack.

#### **If a fresh battery shows a low power status**

- If you changed the battery very quickly, you might need to press FN+ON to update the battery status in the taskbar and in the Status Panel.

#### **If the OmniBook turns off immediately after it turns on**

- Battery power is probably extremely low. Plug in the ac adapter, or turn off the OmniBook, and insert a fresh battery—see [“To replace the battery”](#).

#### **If the OmniBook doesn't turn off automatically**

- If you have a connection to another computer, the OmniBook doesn't turn off by itself if the connection is actively in use.
- If you have Custom Power settings, check the Computer Turn-off setting—in HP User Tools, click the Settings tab and OmniBook Power Management.
- Check for applications that could be actively using a port.
- If Microsoft at Work Fax is running, exit the program. (Any similar program that doesn't allow the OmniBook to suspend operation prevents turnoff.)

#### **If the OmniBook turns on by itself**

- If a serial port receives an incoming Ring signal, the OmniBook automatically turns on—but not for a PC-card modem.

#### **If the OmniBook doesn't turn on**

- Connect the ac adapter in case the battery is low.
- Press On/Off to try turning on the unit.
- Try adjusting the display—press the ^ or v buttons above the keyboard several times or hold one of them down. Try holding the FN key at the same time.

- Insert a ball-point pen tip or other slender object into the reset-button hole in the right side of the case. Push in momentarily—the system should reset and reboot.
  - If you get no response, remove the battery, ac adapter, and all external devices, and wait 1 minute—then install the battery or plug in the ac adapter and try resetting again. If you still get no response, the unit requires service.
  - If you get an error message during startup, see [“If the OmniBook doesn't reboot successfully.”](#)

#### **If the OmniBook doesn't turn on with a fresh battery**

- If you replaced the battery after the OmniBook turned off due to a low battery, either plug in the ac adapter or press F4+ON to turn the OmniBook on.
- If a new battery pack may be low, plug in the ac adapter.

#### **If the OmniBook doesn't turn off immediately**

- If the OmniBook is performing an operation, it normally waits for the operation to finish.

#### **If the OmniBook reboots every time you turn it on**

- Advanced power management (APM) is probably disabled—in the Control Panel click Power, then check that the Power Management is set to Advanced.

#### **If the battery pack doesn't charge or stops charging**

- Turn off the OmniBook, then check that the battery contacts are clean and that the ac adapter cables are fully plugged in.
- Move the OmniBook away from any nearby heat source. Unplug the ac adapter and allow the battery to cool down. An elevated battery temperature can prevent charging, or it can turn off the battery.
- Batteries that are completely discharged can require several hours to recover and start charging.

#### **If there's no beep or indicator when you plug in the ac adapter**

- Check the power connections and power source.

#### **If your password doesn't work**

- Check that Num Lock and Caps Lock are off. Try changing them.
- If you've forgotten your password, have your OmniBook at hand and call Hewlett-Packard at the phone number in the *Service and Support* booklet or click Start, Programs, OmniBook Library, OmniBook Support.

#### **If the OmniBook doesn't reboot successfully**

- If no text is displayed during reboot, or if the system stops before you see “Starting Windows 95...”, the unit might require service. Unplug all external devices and try rebooting again. Try starting the System

Configuration Utility (press F2 at re-boot) and then setting Default Settings.

- If you see “Starting Windows 95...” during startup followed by error messages, reboot again—but when you see “Starting Windows 95...”, press F8 to get the startup menu. Choose a startup option that might help you discover or fix the problem.
  - Use the log option to start Windows with a basic configuration. Run ScanDisk (in Start, Programs, Accessories, System Tools) to fix problems with drive C. You can also make other changes to repair your startup files.
  - Use the “step-by-step” option to step through each startup command to find where problems occur, so you can repair or restore any files indicated.
- If drive C (the hard disk) isn’t working properly, insert the *Support Utility* floppy disk in the floppy drive, then press CTRL+ALT+DEL to reboot from drive A—then choose the Minimum Startup option. (Note that the System Configuration Utility must have System, Boot Devices set to FDD First.) At the MS-DOS prompt, type **scandisk c:** to fix certain problems with drive C. You can use other commands on drive A to try to repair drive C. Then remove the floppy disk and try rebooting again. If it still doesn’t start, you could try reinstalling all of the original files on drive C—see [“To reinstall original software files on drive C”](#).

## Lockup Problems

### If the OmniBook beeps repeatedly

- If two beeps occur every 10 seconds or so, battery power is critically low and less than 2 minutes of operation remain. Plug in the ac adapter, or turn off the OmniBook and insert a fresh battery—see [“To replace the battery”](#).

### If an application stops responding

- See the *Introducing Windows 95* manual for general information about applications.
- Press CTRL+ALT+DEL to reboot. If nothing happens, see [“To reset the OmniBook”](#).

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