Pocket PC 2002
Reviewers Guide
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Overview
The next version Pocket PC software, named Pocket PC 2002, is the latest innovation from the Microsoft Mobility Group and improves on the already successful Pocket PC. Pocket PC 2002 is state-of-the-art PDA software that offers a better Pocket PC experience with key improvements in personalization, connectivity and enterprise functionality. Pocket PC 2002 is the evolution of Microsoft Corp.’s truly revolutionary handheld platform.

History
The revolutionary Pocket PC software, introduced in April 2000, set a new industry benchmark in mobile computing. The Pocket PC, Microsoft’s third PDA software release, dramatically simplified the user interface and delivered state-of-the-art functionality to help manage the mobile professional’s personal information. The Pocket PC extended the utility of a PDA beyond the conventional personal information manager to give users a richer e-mail and Internet experience as well as the ability to play music, read eBooks and more. Pocket PC was customizable, portable and powerful.

Before introducing the Pocket PC, Microsoft developed the first multimedia PDA with color display, which enabled major hardware revisions, including 64K color screens, stereo sound output and superior processing speeds. The device also became more flexible and customizable with its support for CompactFlash expansion, allowing for the first time digital imaging, gaming with animation and high-fidelity music.

Starting it all in 1998 was the first-generation Microsoft® Windows® CE operating system-based PDA, then called Palm-size PC. Although the Palm-size PC didn’t offer color screens, it was the first to use the CompactFlash card slot to foster expandability and connectivity options.

What Is Pocket PC 2002?
Pocket PC 2002 represents an even better Pocket PC experience with improved personalization, groundbreaking enterprise features and improved connectivity.

A Better Pocket PC
Pocket PC 2002 brings even more power and choice to users with new input options, such as transcriber and Graffiti® support in ROM. The Pocket PC incorporates most-requested features, such as the ability to sort by company name in Contacts, subfolder synchronization for Inbox, and a spell-checker for Word.

The Pocket PC now offers universal beaming support through the OBEX (Object Exchange) protocol for easier data exchange between mobile phones, Pocket PC and Palm devices, allowing users to beam information between the devices. In addition to beaming across platforms, the Pocket PC allows for tap-and-hold
support within the Pocket Office applications and browser. The new Pocket Internet Explorer features selective image management and file download management.

With the new Windows Media™ Player 8.0 for Pocket PC, users can watch their favorite video clips and listen to music with the device’s support for streaming and static audio and video. In addition to video, users can now read their favorite best-selling eBooks with Pocket PC’s support for Owner Exclusive (DRM 5) content, a level of digital rights management that ensures greater security and access to a vast library of eBooks now available.

The Pocket PC provides improved navigation through a “smart minimize” feature that allows users to easily navigate between different applications without having to close, then reopen them. The Pocket PC has also improved the notifications options with signal strength, battery-life indications and volume control. Pocket PC is also more personal. With a new look that adapts the Windows XP interface, the Pocket PC allows users to fully customize the Today screen with custom backgrounds or “skins,” notifications, application settings, and configurable connections. Users who want a truly special experience can create and customize their own Today screens and backgrounds, incorporating photos or other personal images to make their device their own.

**Best Enterprise-Class Device**

The Pocket PC offers a comprehensive and secure handheld for corporations. With its support for strong passwords, anti-virus hooks and ability to upgrade the software, the Pocket PC is a natural fit for corporations or businesses wanting to provide their work force with a robust and reliable mobile device. Mobile professionals can now access their corporate networks via virtual private network (VPN) or the Terminal Services Client (TSC). VPN support is excellent for securely sending and receiving e-mail, while TSC works great for accessing line-of-business applications residing on a corporate server.

**Versatile Connectivity**

By centralizing and automating the management of different kinds of network connections, Pocket PC ensures intelligent connection routing based on location. And, with several enhancements to Pocket Internet Explorer and the inclusion of MSN® Messenger, Pocket PC is poised to deliver the best connected experience.
## NEW FEATURES AT A GLANCE

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<th>Description</th>
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<tr>
<td><strong>Graphical User Interface</strong></td>
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<tr>
<td>Customizable Today screens</td>
<td>Today screen “skins” and backgrounds are fully customizable.</td>
</tr>
<tr>
<td>Enhanced navigation using “back through the stack” model</td>
<td>This allows users to navigate between most recently used applications, where the bottom of the stack is always the Home page, using the Smart Minimize button.</td>
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<tr>
<td>Notification bubbles and well</td>
<td>The New Notification System features a well that displays incoming information such as new messages and upcoming appointments. Users can choose to act on these animated notification bubbles or remain in their current application.</td>
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<tr>
<td>Animations</td>
<td>New animation is designed to increase user excitement and usability. Animations can be accessed via tap and hold, from the Start menu and from the list view.</td>
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<tr>
<td><strong>Security and Connectivity</strong></td>
<td></td>
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<tr>
<td>VPN support</td>
<td>Users can now access their corporate data remotely over public airlinks.</td>
</tr>
<tr>
<td>Updateable ROM</td>
<td>This allows businesses and end users to update their Pocket PCs with new versions of software and operating systems with the addition of Flash ROM.</td>
</tr>
<tr>
<td>Strong passwords</td>
<td>Alphanumeric strong password support offers better data protection.</td>
</tr>
<tr>
<td>Terminal Services Client</td>
<td>This provides a view onto the server desktop, allowing remote access to any Win32® application through a Pocket PC.</td>
</tr>
<tr>
<td>Connection Manager</td>
<td>This enables connectivity setup based on work or home location and automatic connection from applications.</td>
</tr>
<tr>
<td>Virus protection APIs</td>
<td>These provide hooks into the system for the development of anti-virus software, giving the enterprise and users additional security measures for protection of data.</td>
</tr>
<tr>
<td>Universal beaming</td>
<td>Industry standard OBEX support now exists in Merlin for beaming across operating system platforms, resulting in easier data exchange between Pocket PC, Palm and phones.</td>
</tr>
<tr>
<td>Desktop pass through</td>
<td></td>
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<tr>
<td>Enhanced file explorer</td>
<td>This enables direct-to-server access for synchronization and connectivity.</td>
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<tr>
<td><strong>Application Enhancements</strong></td>
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<tr>
<td>E-mail</td>
<td></td>
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<tr>
<td>Autoconfiguration of ISP settings</td>
<td>This reduces the complexity of configuring e-mail by automatically entering the user’s server names into the setup wizard.</td>
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<tr>
<td>Synchronization support for user-defined folders</td>
<td>This allows for subfolder synchronization.</td>
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<td>Support for embedded HTML mail</td>
<td>HTML mail is now viewable.</td>
</tr>
<tr>
<td>Spell-checker</td>
<td>This prompts users to spell-check e-mail prior to being sent; it also checks and corrects misspelled words.</td>
</tr>
<tr>
<td>Edit meeting responses</td>
<td>This enables the desktop equivalent functionality for Outlook® group scheduling to accept/decline meeting requests while adding additional response.</td>
</tr>
<tr>
<td>My Text for quick replies</td>
<td>This saves users time by saving frequent e-mail responses. When replying to an e-mail, users can now choose from a range of My Text responses, which are end-user definable.</td>
</tr>
<tr>
<td><strong>Pocket Internet Explorer</strong></td>
<td></td>
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<tr>
<td>Increased standards support</td>
<td>The browser has implemented an extensible viewer mechanism that allows greater flexibility in accessing many types of Internet sites (e.g., HTML 3.2, WAP 1.2.1 and CHTML)</td>
</tr>
<tr>
<td>Text download priority</td>
<td>This allows users to choose text as a priority when downloading Web pages to the Pocket PC. Because graphic-intensive Web pages can take time to download, this function saves users time by downloading text only.</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
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<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Selective image downloading</td>
<td>Hide Images icon allows users to choose whether to download all images and sounds with one tap. Users can then selectively download images using tap and hold.</td>
</tr>
<tr>
<td>File download support</td>
<td>This allows the user to choose where to download a file, to view the size and progress of the download, and to cancel out of the download at any time.</td>
</tr>
<tr>
<td><strong>PIM</strong></td>
<td></td>
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<tr>
<td>View contacts by company option</td>
<td>This option allows users to view by company name while in Contacts.</td>
</tr>
<tr>
<td>Reordered Contacts fields</td>
<td>Most frequently used fields (e.g., e-mail and mobile number) are now more accessible.</td>
</tr>
<tr>
<td>Meeting attendees visible in Calendar</td>
<td>This valuable tool allows users to see meeting attendees while viewing their Calendar.</td>
</tr>
<tr>
<td>View switching buttons in Calendar</td>
<td>Icons allow for easy switching between agenda, day, week, month and year views.</td>
</tr>
<tr>
<td><strong>Windows Media Player</strong></td>
<td></td>
</tr>
<tr>
<td>Streaming</td>
<td>Audio and video file streaming is supported.</td>
</tr>
<tr>
<td>Web favorites</td>
<td>Users can add streamed media locations as favorites.</td>
</tr>
<tr>
<td>“Skinable” interface</td>
<td>Integrated skin chooser allows users to customize the look and feel of the Media Player.</td>
</tr>
<tr>
<td>Unmap buttons option</td>
<td>Button mapping can now be toggled off outside the Media Player application.</td>
</tr>
<tr>
<td><strong>Microsoft Reader</strong></td>
<td></td>
</tr>
<tr>
<td>Owner Exclusive (DRM 5) support</td>
<td>This enables the highest level of digital rights management support, making available thousands of the most compelling copyrighted eReading titles which were not previously available to Pocket PC customers.</td>
</tr>
<tr>
<td>Enhanced design integrity</td>
<td>The design features and improved look through a new user interface, font consistency, new icons, better image scaling, improved table support and new riffle control to aid in eBook navigation.</td>
</tr>
<tr>
<td>Active feature improvements</td>
<td>The customer experience is improved through external links, better technical support for Audible.com audiobooks, multiple dictionary support, Help support and a new server-side bookstore (“Shop”).</td>
</tr>
<tr>
<td><strong>MSN Messenger</strong></td>
<td></td>
</tr>
<tr>
<td>Auto logon and logoff</td>
<td>Pocket PC automatically logs the user onto MSN Messenger whenever the device detects a connection. This is a user-selectable feature, and if the connection is lost, the chats are maintained until the user closes them out or a connection is reestablished.</td>
</tr>
<tr>
<td>Supports Passport and Exchange user accounts</td>
<td>This allows users to sign into the Exchange messenger client as well as Passport. It is the same as general MSN Messenger sign in, and Exchange messenger supports multiple-device sign in.</td>
</tr>
<tr>
<td>Multiple chat sessions</td>
<td>Users can have simultaneous chats while using the Pocket PC.</td>
</tr>
<tr>
<td>Privacy controls (Allow/Block)</td>
<td>This allows users to invoke privacy controls, such as away, busy or block.</td>
</tr>
<tr>
<td>My Text for quick replies</td>
<td>Frequently used MSN Messenger responses are saved so that the user can reply to MSN Messenger chats by simply tapping on the appropriate response, which are end-user definable.</td>
</tr>
<tr>
<td>Companion typing notification</td>
<td>Shows users that their chat buddy is typing a response, making the communication more interactive and real time. MSN Messenger maintains the desktop experience with Pocket PC with this feature.</td>
</tr>
<tr>
<td><strong>Pocket Word</strong></td>
<td></td>
</tr>
<tr>
<td>Spell-checker</td>
<td>This checks and corrects misspelled words.</td>
</tr>
<tr>
<td><strong>Pocket Excel</strong></td>
<td></td>
</tr>
<tr>
<td>Tap and hold context menus</td>
<td>Context menus exposed through tap and hold enables the desktop familiar “right-click” experience.</td>
</tr>
</tbody>
</table>
Although you can certainly get a good feel for what the Pocket PC is all about by using it on its own, Microsoft suggests synchronizing with a desktop PC to fully experience all its great features. The system can be running Windows 98, Windows Millennium Edition (Windows Me), the Windows NT® 4.0 operating system, or Windows 2000. The demonstrations in this guide are based on a system running Windows 2000.

Use the following guidelines to assist you in the setup of your test environment. (For a complete list of minimum hardware requirements and detailed setup data, please see the System Requirements section in the online documentation.)

**Desktop Platform**

System Requirements

- Windows 98, Windows Me, Windows NT 4.0 (Service Pack 6), or Windows 2000 Professional (Service Pack 1 or greater)
- CD-ROM drive
- Super VGA or better video card
- One available USB port
- TCP/IP protocols
- A dial-up or direct connection to the Internet
- Microsoft Internet Explorer 4.01 or later
- Microsoft Outlook® 98, Outlook 2000 or Outlook 2002 messaging and collaboration client (Outlook 2002 is supplied on the Pocket PC Companion CD).
- Microsoft Windows Media Player 7 or later
- Microsoft ActiveSync® 3.5
- Microsoft Reader 2.1 or later

**Optional Components**

- Wired or wireless Network Interface Card (NIC)
- Modem
- Storage Card
- Palm OS® compatible PDA

**Additional Configuration Notes**

It’s a good idea to enter a few contacts, calendar events and e-mail items into Outlook before you set up the Pocket PC to provide some information to transfer to the device. You’ll also need a second desktop Outlook client to facilitate exchanging e-mail and appointments and to set up — or have access to — a Microsoft Exchange Server. This can also double as a POP3/IMAP4 server if you
decide to test those services. (Consult the Outlook and Exchange Server documentation for detailed setup information.)
**Welcome Wizard**

Before you use the Pocket PC, there are a few initial setup steps to be performed. (If this is the first time you’ve plugged the device in, allow it to charge for three to four hours first.)

1. Turn the unit on; a screen like the one below left will appear. Tap anywhere on the screen to continue. Now use the stylus to tap on the center of the cross as it moves about the screen. This is important to ensure accurate positioning when entering text and selecting menus.

2. The next few screens are designed to give you a taste of how tap and hold works. Tap on **Next** to move on. Tap and hold the stylus on the dental appointment until the pop-up menu appears, and then tap on **Cut**. Tap and hold once more in the 11 a.m. slot, and tap on **Paste** on the resultant menu. At the Congratulations screen, tap on **Next**.

**You probably noticed the little circle of red dots as you held the stylus down on the words Cut and Paste. These are part of the improved feedback and animation elements in this latest version of Pocket PC.**
3. There are only two more items to set. Using the drop-down boxes, choose your zone, and then tap on **Next**.

![Location screen](image1)

4. Tapping once more takes you to the Today screen. The first thing you might want to do is enter an owner name, so tap where it tells you to. Fill in at least the Name and Telephone fields, and then tap on **OK**.

![Today screen](image2)

That’s it for the preliminary setup. You’ll now move on to the installation of the ActiveSync technology.
ActiveSync Setup

After installing the operating system and desktop applications, attach the cable from the Pocket PC cradle to an available USB port. Then plug in the power transformer and connect it to the cradle. (Note: Do not insert the Pocket PC into its cradle until instructed to do so.)

1. Insert the Pocket PC Companion disk into your CD-ROM drive. If AutoPlay is disabled, double-click on SETUP.EXE in the root directory of the CD. The initial screen will disappear after a brief pause, or you can click on the blue button.

2. Once at the main screen, select Start Here.
3. If you haven’t already installed Outlook on your desktop, click on **Install Outlook 2002**, click on the **Install** button, and follow the on-screen instructions.

4. Now select **Install ActiveSync 3.5** and click on its **Install** button. Click on **OK** at the first message box. At the next dialog box, change the setting to **Run this program from its current location** and click on **OK**.

5. When you see the Security Warning dialog box, click on **OK**. The setup wizard will now start. Click on **Next >**. Leave the default installation folder and click on **Next >**.

6. The Get Connected dialog box should now appear. Click on **Next >**. At the **New Partnership** screen, leave **Yes** selected and click on **Next >**.
7. Leave the number of partnerships set to one, and click on Next >.

8. On the Synchronization Settings page, place a check next to the items you want to synchronize with the desktop. Make sure you select the Inbox and Notes options. Leave AvantGo unchecked for now.

9. At the Setup Complete screen, click on Finish.
10. The ActiveSync status box will now appear, and you’ll see the items you choose synchronize, one by one. Wait until synchronization is complete before removing the Pocket PC from its cradle.

![ActiveSync status box](image)

The Pass-Through feature will let you perform many of the exercises in this guide right from the cradle. However, not all networking protocols are supported. In particular, the Terminal Services Client, File Share access and VPN connections will not work.

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**Desktop Pass Through**

With ActiveSync 3.5 installed, your Pocket PC has network connectivity directly from the device cradle. Users with multiple POP3 or IMAP4 e-mail accounts will really appreciate this feature.

1. To view the Pass-Through settings, select the ActiveSync Options menu, and then click on the Rules tab. During installation, ActiveSync will detect if your desktop’s browser is configured to use a proxy server. If so, the **Connection:** box will display **Work**. If you have a direct connection to the Internet, then **The Internet** should appear.

![Pass-Through settings](image)
A BETTER POCKET PC

Notifications

1. When it comes to notifications, the next version Pocket PC is both more configurable and more informative than its predecessor. The most obvious example is at the top of the screen. Tapping on the speaker icon reveals the volume control. A quick tap on the clock will show your next appointment and battery status. And notifications are now accessible from within any Pocket PC application.

2. Further improvements include the new notification icons and notification well. If you receive a new MSN Messenger alert, an appointment is coming up, or a new e-mail message arrives, various icons and message bubbles such as these will appear.
3. If more than one type of alert is pending, a balloon icon will be displayed. Tapping the balloon reveals the notification well, from which you can access each message.

4. The Today screen in Pocket PC 2002 has changed considerably from its predecessor. Here's a side-by-side look at the old and new.
**Personalization**

From setting up the basics to complete color schemes, it’s easy to mold the new version of Pocket PC to suit your tastes and requirements.

1. Just as everyone can decorate their homes and offices to match their individual style, the Pocket PC lets you personalize the Today page and color schemes using “skins.” Here is the standard screen, and one called Fire.

   ![Standard Screen](image1)
   ![Fire Skin](image2)

   The Fire “skin” shown here is not part of the product, but we wanted to give you an idea of what this feature will look like. Microsoft will make a variety of skins available for customers to download.

2. For those who prefer viewing their time displayed the old-fashioned way, tap and hold on the clock, and then choose **Analog**.
3. Tapping on **Start >Programs >Sounds & Notifications** lets you further customize each Pocket PC event notification to best fit your current needs.

4. The Pocket PC now provides four different methods for entering text. Along with the Letter Recognizer (and Keyboard options), long-time Graffiti users can instantly be productive using the new Block Recognizer. And Transcriber — formerly software installable only — is now built in to the device's ROM.
Contacts

Having mobile access to Contacts information (e.g., phone numbers and addresses) is a key benefit of the Pocket PC Contacts application, allowing users to keep such vital information with them at all times.

1. Using either the Start menu or hardware button, bring up the Contacts program. By default, the list is sorted by the person’s last name and all categories are listed. If you’ve ever used a Pocket PC, this screen will look familiar. You can still tap once on the blue letter in the right column to change the item displayed next to the person’s name, or tap and hold on the entry to view the context menu.

2. Now tap on View, and choose By Company. The number of contacts associated with a company is shown in parentheses next to each company’s name. Tapping once on a listing expands the view, showing all contacts for that company. People with no company field entry will appear under <None>.
3. You can now easily locate contacts with no assigned categories. Just tap on the drop-down arrow next to All Contacts and choose No Categories.

4. Now you’ll enter a new contact so you can see the more logical entry template. Tap on New. The most commonly used fields (i.e., Work tel, E-mail and Mobile tel) are now on the first screen, making it easier and faster to add names when you’re on the go. When you’re done, tap on OK to save the new entry.
Calendar

For personal or business use, keeping track of appointments and scheduled activities is essential, and the Pocket PC Calendar application adds new features to help you make the most of your day.

1. The most visible change to Calendar is the addition of five view-switching buttons along the bottom of the screen. These replace the more cumbersome process of tapping on the Tools menu, then your selection, as you had to do with previous Pocket PC devices. Tap on the Month View icon and you’ll see a slowly pulsing red outline around the current day.

2. If you want to see the week numbers in this view, tap on Tools > Options, check the Show week numbers box, and then tap on OK.
3. Next, you will add a new appointment. Tap on **New** and then fill in the fields. Be sure to set a start and end time and add several attendees from your Contacts list. (Do this by tapping on the **Attendees:** field, check the box next to each person’s name and tap on **OK.**) When finished filling in the form, tap on **OK** to save the appointment and queue a meeting request in your outbox.

4. For this last step you’ll need to view a multiuser meeting that someone else has sent to you and that you’ve already accepted. (If you don’t have a meeting set up, use your second desktop Outlook client to send this sample appointment to the machine your Pocket PC is connected to, and accept the appointment to add it to the Calendar.) Open the appointment, and then tap on the expansion arrows in the lower-right corner of the upper pane. In previous Pocket PC devices, only the owner of the event could see all the attendees, but with the Pocket PC 2002, anyone can see the entire list of participants.
Key Enhancements
- Auto-configuration of ISP settings
- User folder synchronization
- Spell-checker
- SMS message support
- Embedded HTML message support
- Editable meeting responses
- Dictation creation from composition window
- My Text

Inbox

Because e-mail is an increasingly common form of communication, Pocket PC 2002 focuses on expanding the many robust e-mail features. With such key enhancements as editable meeting responses, auto-configuration of e-mail and spell-checker, Pocket PC 2002 makes it easier than ever to make the most of the mobile inbox.

1. For many computer users, getting their e-mail account setup properly can be daunting. The Pocket PC goes a long way toward removing that hurdle with its automated setup process. You will go through the creation steps now. (Be sure you have a network connection or the device cradled.) Tap on Start -> Inbox, and from the Services menu choose New Service. Enter your e-mail address and tap on Next.
2. Pocket PC determines the appropriate ISP settings based on the domain portion of your e-mail address. Tap on **Next**, fill in your user information and tap on **Next** again.

![Automated configuration works for more than 85 of the nation’s top ISPs. Still, there will be some cases in which you must configure the e-mail service manually.](image)

3. You may want to give the new service a more meaningful name, and if you’re creating an IMAP4 account, change the service type. Tap on **Next**. The mail server fields are already filled in for you. You’re all done, so just tap on **Finish**. (If you want to adjust the advanced e-mail settings, such as how often to check for mail or whether the inbox should download headers only or the full message, tap on **Options**.)
4. Like most people, you probably get lots of e-mail. And to keep it organized, you probably have separate folders for important messages, maybe another for jokes, and even one for spam. The Pocket PC’s new subfolder synchronization lets you keep that same tree structure intact on the Pocket PC. To see this, create a new folder or two in desktop Outlook, then copy several messages to them. Next, right-click on **Inbox** in the ActiveSync window and choose **Settings**.

5. Each new folder will have a check box beside it. Check the folders you want to sync with the Pocket PC and then click **OK**.
6. If your device is in its cradle, synchronization happens immediately. Otherwise, you will need to perform a manual synchronization and then tap on Inbox to reveal the Show menu. The new folders will be part of the list and your message will all be there, just as on the desktop.

7. Another great improvement to the Pocket PC inbox is editable meeting responses, as featured in desktop Outlook. This lets you suggest an alternate meeting day or time without having to send a separate message.
8. And for the spelling-challenged among us, The Pocket PC’s inbox now has a spell-checker to help keep your correspondence looking its best.
Windows Media Player

Just because you’re a highly mobile worker doesn’t mean you don’t need to find time to relax. If you’re an on-the-go type, you’ll be able to appreciate taking along more than just your favorite music on the road. With the introduction of Windows Media Player 8 for Pocket PC, the mobile experience is taken to a higher plateau, allowing playback of both audio and video files. And with a live Internet connection, you can listen to and watch streaming content too.

1. From the Start menu, choose **Windows Media**. The interface is obviously quite different than in the previous Windows Media Player, but still retains the large control icons to allow direct operation with your fingers.

   ![Windows Media Player](image.png)

   The recommended way to add music to the Pocket PC is via desktop Windows Media Player 7.0 or later. This lets you convert and compress your recordings during the transfer process to save RAM. It’s also the mechanism that handles management of your DRM-protected files: Copying these files directly to the device will not work.

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### Key Enhancements

- Streaming audio and video support
- Web favorites
- Landscape option for video playback
- “Skinable” interface
- File properties viewable in content window
- Button unmapping option for background play
2. Now you’ll copy a few songs into your Pocket PC. Ensure that you have an ActiveSync connection, then start desktop Windows Media Player and click on Portable Device. Because song files can be quite large, check the box next to just one or two for now. Check the Device Capacity indicator to be sure you have enough free space, and then click on the Copy Music button.

When moving audio files to a portable music device, the desktop Windows Media Player queries the attached device for a list of its supported file types. The default action for the Pocket PC is to pass MP3 files directly to the device; other files are converted into Windows Media Audio format.

3. When the transfer is finished, tap on Select on the Pocket PC to view the song titles. New in the Pocket PC is the ability to view the properties right from this screen. Tap on one of the titles, and then tap on the Properties button to see details such as file size and encoding method.
4. Next, you'll examine streaming content. Media Player supports direct entry of URLs, but since they are often very long, nonintuitive, and change often, you'll use Pocket Internet Explorer to get where we want to go. Open the Favorites menu and then tap on WindowsMedia.com. Tap on the MSNBC News link, and when the Download dialog appears, tap on Yes.

5. Windows Media Player will begin buffering the data for a few seconds and then start playing the streaming video. If the content provided is larger than the Windows Media Player screen, you can choose to play it in full screen mode, rotate it sideways or crop it to fit the screen. You'll find these options under Tools >Settings >Audio & Video.
6. If you experience problems playing streaming files and you’re on a corporate network using an HTTP proxy server, you may need to configure the Windows Media Player proxy settings. Tap on **Tools > Settings > Network**. Enter the server’s name or IP address and port number. Tap on **OK**.

![Windows Media Player proxy settings](image)

7. The MSNBC site is a handy place to catch up on news of the day, and now you’ll make it easy to return to. Tap on **Tools > Add Web Favorite**. The default name is fairly cryptic, so change it to MSNBC and tap on **OK**. To view this broadcast again, choose the **Web Favorites** folder from the **Select** menu, tap on the file and then tap on the **Play selection** button, or tap and hold on the file and pick **Play selection** from the pop-up menu.

![Adding a Web Favorite](image)
8. As before, you can control Windows Media Player using the Pocket PC's hardware buttons. But a new option lets you turn off button mapping when switching to another application. To activate this feature, tap on **Tools >Settings >Buttons**, map the buttons as you’d like, and then check the **Un-map buttons** box.

9. Like the Pocket PC shell itself, Windows Media Player supports skins to alter its appearance. This is one example.
Microsoft Reader

A completely new interface makes the latest Microsoft Reader easier to use and navigate. With full support for Owner Exclusive titles (books) protected with Digital Rights Management level 5, or DRM 5, content from all major eBook publishers and suppliers can be purchased and read using the Microsoft Reader.

1. Before starting Microsoft Reader you’ll need to add some content to view. You’ll find a variety of sample eBooks on the Pocket PC Companion CD in the folder <CD drive>:\MS\APPS\MSReader\EBOOKS.

2. Open the Pocket PC’s My Documents folder on the desktop, and then just drag and drop a few of the books into the personal folder. (At the very least, you’ll want the file cotw.lit so you can follow along with the examples here.) Wait until ActiveSync replicates the changes to the Pocket PC.

Here’s a list of several Web sites offering a wide variety of eBook content for the Microsoft Reader.

Barnesandnoble.com
http://ebooks.barnesandnoble.com/ms_reader/
http://ebooks.barnesandnoble.com/pocketpc/

Amazon.com
http://www.amazon.com/exec/obidos/tg/browse/-/573368/103-4332899-5928613

eBookMall
http://www.ebookmall.com/microsoftreader/

University of Virginia Library Electronic Center
http://etext.virginia.edu/ebooks
3. If you’re curious what the book titles are, open the readme.htm file.

With version 2.0 of Microsoft Reader for Pocket PC, all types of eBooks, even those with the most secure levels of encryption, are now available to readers upon activation. The three incremental levels of security available are listed below:

**Sealed (DRM 2).** eBooks are encrypted during the conversion to the .lit file, ensuring the authenticity of the content. A sealed eBook can be read with any copy of Microsoft Reader.

**Inscribed (DRM 3).** eBooks are sealed and then further encrypted. An inscribed eBook can be read with any copy of Microsoft Reader and always displays information about the purchaser on the cover page.

**Owner Exclusive (DRM 5).** eBooks are inscribed and then an encrypted license is added to allow only the legitimate purchaser to read it. This security level requires the consumer’s copy of Microsoft Reader to be activated.

4. Now launch **Microsoft Reader** by tapping on **Start >Programs >Microsoft Reader**. After a brief splash screen, the main Library page will appear, along with a suggestion to activate Microsoft Reader. This is only required when using Owner Exclusive (DRM 5) content. Our demonstration books are not copy-protected, so tap anywhere on the screen to dismiss this box and reveal the Library listings.
5. Before you open any books, take a few moments to look at the various options in Microsoft Reader. Tap on **Settings**. The first screen lets you toggle the Visual Guides; please leave these on. At the top right of the screen, tap on the arrow to the right of **Page 1** to see the annotations page and their associated icons. Page 3 shows the font size selector.

![Microsoft Reader Settings](image1)

6. Now tap on **Return**, and then tap on one of the books you copied. You’ll first see the cover art, followed by the title. Tap on the title to go to the table of contents.

![Microsoft Reader Cover](image2)
7. Quickly jump to Chapter 6 by tapping on it. Drag the stylus over the chapter name itself to reveal the annotations options. Choose **Add Bookmark**. A colored flag will appear on the right side of the page.

8. Select an interesting word or phrase. This time choose **Add Highlight**. Unlike the previous version of Reader, users can better manage bookmarks and highlights by the use of color. Tap on the word you highlighted, choose **Edit Highlight**, then pick a new color.
9. Add a few more annotations to the book if you want to. Next, tap on the book’s title at the top of the screen and choose **Annotations**. Tap on any of the items you’ve added to jump directly to that page.

10. Another innovation in the new Microsoft Reader is the Riffle Control. Instead of moving forward or back in a book using the hardware buttons or the visual guide arrows, you can now quickly jump to any point in the book. Tap and hold on the page number itself for approximately two seconds. Now tap and hold your stylus in the bottom portion and drag it left or right. Release it when you reach the desired page.

11. The inner double arrows (« ») move a page at a time, while the outer ones (««») let you jump a chapter at a time. To close the Riffle Control, tap on the ✗.
Staying Secure

Small portable devices such as the Pocket PC can be easily misplaced or, worse, stolen. If that happens, it’s comforting to know that no one besides you can access the information in your Pocket PC. Pocket PC 2002 goes a step further in protecting your private data by including a strong password option. It enforces the same stringent password rules as Windows 2000 does.

1. To set up a strong password, tap on Start > Settings > Password, and pick the Strong option. The Prompt if device unused for: setting lets you turn the Pocket PC on and off in meetings without having to re-enter your password each time. If you want to test strong passwords, you can easily change this to 0 minutes, tap on OK to save the changes, and then turn the device off and back on.
Terminal Services Client

Just imagine that a busy mobile professional is relaxing with friends in a restaurant when she gets a page regarding a user who can't log on. Instead of getting in her car and driving to the office to fix the problem, she just pulls out her Pocket PC and — using a wireless VPN connection — instantly logs on to the corporate Windows 2000 server. In the time it takes the appetizers to arrive, she's been able to troubleshoot and fix the problem. And it was done using the Pocket PC's new Terminal Services Client (TSC).

1. From the Start menu, choose Program > Terminal Services Client. Enter the name of the server and then tap on the Connect button.

2. Because the Pocket PC screen is much smaller than a desktop display screen, a row of five buttons along the bottom of the TSC lets you quickly move to any corner or the center of the virtual screen. You can also use the horizontal and vertical scroll bars to position the screen exactly where you need it.

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Brand New Features

- Fit-to-screen option
- Ability to troubleshoot problems by logging onto server remotely

Although the Pass-Through feature will let you perform many of the exercises in this guide, not all networking protocols are supported. For instance, the Terminal Services Client, File Share access, and VPN connections will not work.
3. After logging on to the server, a tap on the lower-left corner button lets you access the Start menu to reach the desired program.

4. With your tasks completed, just disconnect from the TSC session and you’re done. Enjoy your dinner!
Virtual Private Network, Upgradeability and Anti-Virus Hooks

In addition to Terminal Server Client and Strong Password features, Pocket PC 2000 offers several other new features of particular interest to corporations deploying Pocket PC.

Virtual Private Network

For mobile users who have had to scour a remote location for an analog port from which to dial in to their company’s server, VPN is great news. VPN allows users to access their resources from a remote or foreign network by providing a data connection that can offer higher speeds than a dial-up connection. In the past, Pocket PC users had to access their e-mail using a modem and analog line; now they can use VPN as their mode of connection to their e-mail and network services. With the VPN feature, Pocket PC 2002 allows users to access their own networks and e-mail using faster data connections. (Detailed information on using VPN is contained in the Connection Manager section beginning on page 42.)

Anti-Virus Hooks

For corporations concerned about security, this feature is key because it provides hooks in the system for the development of anti-virus software. For example, if a user were to wirelessly download e-mail using a modem and get a notification that a virus has been detected in one of the messages, the user can then click on Fix, which allows the scanner to delete the offending file. The remainder of the e-mail can then be downloaded securely.

XIP Update

The ability to remotely manage and configure devices is an important benefit for mobile professionals. With the addition of FLASH ROM, enterprises or end users can now update or upgrade their existing software with important patches and operating system upgrades using XIP (Execute in Place) technology. XIP updating allows for complete operating system upgrades and can be used to update specific applications by isolating particular regions of the Flash memory and updating those parts.
Connection Manager

The primary purpose of Connection Manager is to centralize and automate the establishment and management of various kinds of network connections. Connection Manager can handle many different types of connections including PPP (RAS) connections, PPTP connections, and NDIS adapters. It can also configure proxy server settings in applications that are capable of using them.

Connection Manager works by abstracting all connection knowledge from the applications themselves. It also auto-disconnects networks when they idle for a specified time. This frees applications from having to deal with these low-level connection issues.

1. To get to Connection Manager, tap on **Start > Settings**, select the **Connections** tab, and then tap on the **Connections** icon. The top two settings let you set and configure the Internet and Work connections. The bottom box is used to tell Connection Manager what your network card connects to.

Though there isn’t time to walk through all the possible connection scenarios that Connection Manager can handle, the next steps will show you each of the settings options available to Pocket PC users.
2. Imagine you’re on the road and need to configure a dial-up connection to the home office. Tap on the arrow next to Work and choose **New** from the drop-down box. Give the connection a name, tap on the **Modem** tab, and then tap on **New**.

![Modem tab](image)

3. Give the connection a meaningful name, and choose your modem from the drop-down list. (If you don’t have a modem you can pick Hayes Compatible from the list.) Tap on **Next**. Fill in the phone number fields and tap on **Next**.

![Connection settings](image)
4. On the final page, leave the default options and then tap on Finish.

5. Now you'll define a VPN connection and proxy too. Tap on the VPN tab, and then tap on New. Name the connection, and enter the host information.
6. Tapping the **Advanced** button lets you configure the Pocket PC’s IP address, while the **Name Servers** tab lets you configure your DNS and WINS servers. When finished, tap on **OK**.

![Advanced settings](image1)

7. The last step is to tap **Proxy Settings** tab, and then enter the proxy’s options. The **Advanced** button lets you set individual ports for the HTTP, WAP and Socks protocols. When you’re done, tap on **OK**.

![Proxy settings](image2)
8. For Connection Manager to make the right choices about how to connect, you must make sure your location information is correct. Tap on the **Dialing Locations** tab, then tap on **New**. Name the location and tap on **OK**. Now set the correct country and area code for this entry and tap on **OK** to save them.

Remember this about Connection Manager: Once it has been properly configured, Connection Manager will always use the most suitable connectivity path for any given connection request.
**MSN Messenger**

Microsoft's popular MSN Messenger Service is now available to Pocket PC customers. With the new MSN Messenger client for the Pocket PC, you can chat instantly with any of your MSN Messenger contacts from your device.

1. Tap on **Start > Programs > MSN Messenger**, then tap again on where it says **Tap here to sign in**. Enter your account information and tap on **Sign in**.

![Sign in screen](image)

2. If you already have a list of Contacts, they'll appear as they do your desktop. Tap on any of them to start chatting.

![Contacts list](image)
3. If you want to invite another person into the conversation, just tap on **Tools >Invite...** then tap that user’s icon.

4. Tap on **Tools >Chat Members** to see the participants of any chat session. With Pocket PC’s MSN Messenger you can carry on multiple chatting sessions too. To switch from one to the other, tap on **Chats**, then pick the conversation you’d like to resume.
5. Tap on **My Text** to quick reply with often-used phrases. You can edit them from the **Tools** menu. If you need to send e-mail to one of your chat friends, just tap and hold on their name in the buddies list, and then tap on **Send Mail**. You’re then taken to the Inbox to compose your message. Once you tap on **Send**, Pocket PC returns you to MSN Messenger.

6. Pocket MSN Messenger lets you manage Allow and Block lists and alerts you if someone adds you to their contact list. Tap on **Tools > Options > Privacy** to see the complete lists. If you’ve checked the alert box, MSN Messenger informs you with a pop-up bubble when a user tries to add you to their list.
Pocket Internet Explorer

Like nearly everything in the Pocket PC, Pocket Internet Explorer has also been improved to enhance the user experience. Key enhancements were made to expand support for Internet standards and improve browser performance.

1. Tap on Start > Internet Explorer, and then tap on MSN Mobile. Tap once more on the MSN Mobile hot link in the middle of the page.

2. Content on the MSN Mobile site is designed to fit and display well on the smaller screen of a PDA. Spend a few minutes browsing the site, and then find a page you’d like to return to often, perhaps one with your horoscope. Tap and hold anywhere on the page, and choose Add to Favorites. Change the name if you’d like, or simply tap on Add.

Key Enhancements

- Selectable image downloading
- WAP support
- File download support
- Improved frame support
3. To view and jump to any of your Web favorites, just tap on the **Favorites** button and choose one of the entries. From the **Add/Delete** page you can also create additional folders to store and organize your favorite lists. Tap on **OK**.

4. The addition of download support in Pocket Internet Explorer allows you to retrieve files off the Web directly from your device. For example, suppose your connecting flight gets delayed and you’ve got time to kill. You could download a new eBook and spend the time catching up on your reading. Here you’ve gone to the University of Virginia’s eBook library and selected a title.
5. Instead of accepting the defaults, tap on **Change** to rename the file, and designate a folder to save it to. An indicator bar shows the download progress.

6. If you’re browsing the Web over a slow connection, graphics are something you can probably do without. Pocket Internet Explorer helps speed Web page downloading in two ways. First, it always requests a page’s text content before it tries to download images. Second, it allows users to turn off all image downloads, and/or selectively pull down only the ones they need. To see this for yourself, tap on the **Hide Pictures** icon.

7. Next, tap on **Favorites** and choose **WindowsMedia.com**.
8. The page appears very quickly, but as you can see there are no images. To selectively display a picture, tap and hold on its placeholder, and choose **Show Picture** from the context menu. The individual image is retrieved.

9. If you decide you’d rather see all the images, tap on **Hide Pictures** once more to toggle it off and the Web page will render completely.
Universal Beaming Support

By supporting the industry standard OBEX protocol, Pocket PC allows customers to easily exchange data between Pocket PCs, mobile phones and Palm devices.

1. A prime usage of Universal Beaming is sending contact information to friends or business associates. In this example, you’ll send one of the Pocket PC contacts to a Palm device. Place the two devices face to face, then go to Contacts, tap and hold on one of the names, and then choose Beam Contact. When the Pocket PC locates the receiving device, its name appears on screen and the transfer initiates.

2. On the Palm device, you’ll be asked to accept the data. Tap on Yes. The new record will appear in the Unfiled category.

- Due to the different data structures each device uses to store information, not all items can be transferred between a Pocket PC and a Palm unit. The most notable example is the notes field. Notes are stored in Pocket Word format, which is not compatible with Palm. Records on the Palm that include notes will successfully transfer to the Pocket PC.

Brand New Feature

- Data can now be beamed between Pocket PC, mobile phones and Palm devices.

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File Explorer

File Explorer has been improved with several new features that make managing your data — whether on the Pocket PC or on the network — easier than ever. With its improved network support, File Explorer now gives Pocket PC users the ability to access network shares.

1. From the Start menu, tap on Programs > File Explorer. Unlike its predecessor, the improved File Explorer defaults to the My Documents folder the first time only; it then returns to the last folder you had open. Gaining access to an add-on memory card is now as simple as tapping on the Storage Card icon.

   2. When your device is connected to a network, you can now use File Explorer to directly browse shared folders, using either the Network Share icon or the Open menu. Tapping either one brings up the Open dialog box. Just as you'd do on a desktop PC, enter the UNC formatted name (\server\share) and tap on OK. You'll be prompted for your user identification. Fill these in and tap on OK.
3. Once you’re authenticated, the remote share will be displayed. You can
navigate down the directory tree by tapping on the folders, and back up again
using the Show drop-down menu.

4. Tap on the arrow to the right of Open to bring up a history of the local or remote
paths you’ve recently accessed.

Whether you’re a network administrator who needs quick access to files located out
on the LAN or just a user who left an important spreadsheet on the server by
mistake, File Explorer will make your life easier.

**Note:** Just as you wouldn’t delete any system files on your desktop PC, take care
not to move or delete any of the Pocket PC system files.
CONCLUSION

This guide has given you a quick look at some of the many enhancements for Pocket PC 2002. Think of Pocket PC 2002 as a miniature, general-purpose PC that can be customized for your personal needs, and that now has even greater Pocket PC application functionality that can help you stay organized. Pocket PC 2002 organizes your daily schedule, manages your social plans and records your activities with the most essential tools to sustain your productivity while you are away from your desktop PC. The enhanced functionality and enterprise features of Pocket PC 2002 provide increased opportunities for corporations to make the most of Pocket PC, providing their human resources with tremendous technology resources to make the most of the mobile experience.

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