

Beamer SmartApplet®

User's Guide



AlphaSmart Sales and Technical Support

For AlphaSmart sales and technical support contact information, see page 29 or visit the AlphaSmart web site at

www.alphasmart.com (United States)

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Getting Started

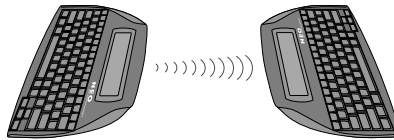
Welcome to the *Beamer User's Guide*. Beamer is a SmartApplet® that runs on IR-capable AlphaSmart devices and takes advantage of the built-in wireless capabilities of these devices.

Note: Beamer does not run on the Dana family of products from AlphaSmart® because Palm OS devices (such as Dana and Dana Wireless) have beaming technology built into many of their applications.

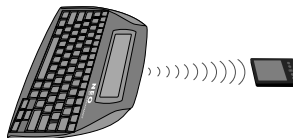
With Beamer, you can beam data

- Between two AlphaSmart devices (Neos and/or AlphaSmart 3000s)
- From an AlphaSmart device to a Palm OS device
- From a Palm OS device to an AlphaSmart device

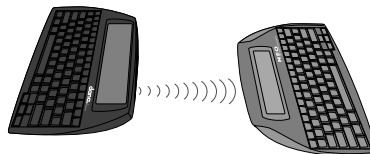
Using IrDA® technology, you can transfer information in seconds, without the use of cables, cords, or networks.



Beaming between two AlphaSmart devices



Beaming from an AlphaSmart device to a Palm OS device



Beaming from a Palm OS device to an AlphaSmart device

The type of information you can beam is described in “Beaming and Receiving with Beamer” on page 5.

Starting Beamer

This section assumes you have correctly installed Beamer on your AlphaSmart device. Complete instructions for installing Beamer on your computer and your AlphaSmart device can be found in the *SmartApplet Installation Guide* included in your package.

To start Beamer:

1. Press **on/off** on your AlphaSmart device, then press **applets**. The SmartApplets menu appears.
2. Use the arrow keys to scroll down and select Beamer from the menu, then press **enter**.

From here, you beam data, receive data, or change Beamer settings, all of which are described in the following chapters.

Infrared ports

Obviously you need devices with infrared capabilities to use Beamer. Where the infrared port is on each device might not be so obvious. Before you try the tasks described in the rest of this manual, take a moment to locate the infrared ports on the devices you're using. You'll need to know where they are to ensure the devices are correctly pointing at each other when you're beaming.

On AlphaSmart products, the infrared port is located along the top edge of the device. On Palm OS devices, the port may be located along the side or top. Consult the documentation that accompanied your product for more information.

Thinking about the clipboard

Before you begin beaming files back and forth, one thing you should think about is whether you routinely want to overwrite data you've copied to the clipboard.

AlphaSmart devices have a built-in clipboard, like most computers. The clipboard is a place where you temporarily store data to reuse in another area. When you use cut, copy, or paste commands, you're placing text on (or taking text from) the clipboard.

Beamer uses the clipboard to receive beamed data before placing it into a SmartApplet such as AlphaWord™ or AlphaWord Plus. You can set Beamer to warn you each time if you have data on the clipboard before receiving a beam. (In fact, this is Beamer's default behavior.) This gives you a chance to save the data on the clipboard in another file before you agree to receive the beam.

On the flip side, if you're beaming frequently, you might not want to be warned about clipboard data each time. In this case, you would turn this setting off.

Complete information about Beamer settings is described in "Settings" on page 19.

Beaming and Receiving with Beamer

This chapter explains how to use Beamer to beam between various devices:

- Between AlphaSmart devices (Neos and/or AlphaSmart 3000s)
- Between AlphaSmart devices running AlphaWord Plus (using a keyboard shortcut)
- From an AlphaSmart device to a Palm OS device
- From a Palm OS device to an AlphaSmart device

Beaming from one AlphaSmart device to another

You can beam AlphaWord or AlphaWord Plus files between two AlphaSmart devices as long as both devices have infrared ports and are within three feet of each other.

Important: If the receiving device is a brand new device running AlphaWord Plus, or is a device that has AlphaWord Plus newly installed on it, you need to perform an important step before you use Beamer for the very first time. Make sure to turn on the device and start AlphaWord Plus *before* starting Beamer. Doing so ensures that AlphaWord Plus “initializes,” meaning that it sets itself up to receive beamed files correctly. You only need to initialize the device once.

To beam an AlphaWord or AlphaWord Plus file between AlphaSmart devices:

1. Make sure you know which AlphaWord or AlphaWord Plus file contains the data you want to send.
2. Turn on both AlphaSmart devices by pressing **on/off** on each device.
3. On both devices, press **applets** to view the SmartApplets menu.
4. On both devices, use the arrow keys to scroll and select Beamer from the list, then press **enter**. The Beamer screen appears.

```
Select a Beaming function:  
- Send  
- Receive  
- Settings
```

5. On the device from which you want to beam, select Send. Files that contain data appear in a list.

```
Select the file you want to send:  
- File 1 (274 bytes)  
- File 2 (992 bytes)  
↓ File 6 (1433 bytes)
```

6. Select the file you want to send by doing one of the following:
 - Using the arrow keys, scroll the list of files to select the one you want, then press **enter**.
 - Press the appropriate **file #** key along the top of the keyboard on the device.

7. Make sure the receiving device is turned on, within three feet of the beaming device, ready to receive, and that both devices have their infrared ports pointing at each other.
8. Beam the file by pressing **send** on the beaming device.

Beamer starts beaming the file to the receiving device.

Receiving a beamed file on an AlphaSmart device

Receiving a beamed file from another AlphaSmart device is just as easy as beaming it.

To receive a beamed file from an AlphaSmart device on an AlphaSmart device:

1. On the receiving AlphaSmart device, follow steps 2 through 4 described on page 6.
2. Select Receive from the Beamer screen. One of two things happens:
 - If the receiving device contains data on the clipboard, the following screen appears:

There is data currently on the
clipboard. Press the enter key to
overwrite the data.
(Press esc key to cancel)

- If there's no data on the clipboard, or if device hasn't been set to warn about overwriting the clipboard (see "Thinking about the clipboard" on page 4), the following screen appears:

Ready to receive a file.
(Press esc key to cancel)

3. Do one of the following:
 - Press **enter** if your AlphaSmart device displayed the clipboard warning and you want to overwrite the data.
 - Press **esc** to cancel receiving the beam.
 - If your AlphaSmart device *didn't* display a clipboard warning, go on to step 4.
4. Select a file where you want to store the beamed file, either by scrolling the list and pressing **enter**, or by pressing one of the **file #** keys along the top of the keyboard.

```
Select a file to store the data to:  
- File 1 (27 bytes)  
- File 2 (667 bytes)  
↓ File 3 (empty)
```

Tip! If you're in AlphaWord Plus, you can save to named files that aren't in workspaces, or save to a new file. If you choose either of these options, when you start AlphaWord Plus on the receiving device, you'll have to open the file yourself. (AlphaWord Plus automatically opens a beamed file if it's stored in a workspace.)

5. Do one of the following:
 - If the file you selected was empty, do nothing. Beamer places the beamed file into the empty file.
 - If the file wasn't empty, choose to overwrite the existing file or to append the new file to it.

```
File x is not empty. Choose one:  
- Overwrite the file?  
- Append to the file?  
  
(Press esc key to exit)
```

The beamed data should now be in the file you specified on the receiving device. To view it, press **applets** and select AlphaWord. AlphaWord automatically opens the file it received.

Beaming to and from password-protected files

Users can password protect AlphaWord or AlphaWord Plus files with individual file passwords. If you select a password-protected file as either the file to beam or the receiving location for a beamed file, you'll be prompted for the password before Beamer can beam or receive the file.

Enter password for file x:

(Press esc key to exit)

If you enter an incorrect password, you're prompted to try again. If you've forgotten a file password, but know the master password, you can enter the master password instead.

File passwords and master passwords are explained in detail in both the *AlphaSmart Manager User's Guide* and the user's guide that came with your AlphaSmart device.

Cancelling a beam on AlphaSmart devices

At any time, you can cancel either beaming a file or receiving a beamed file on an AlphaSmart device. At any point, from either device, press **esc** to cancel the beam and return to whatever screen you were previously viewing.

Beaming AlphaWord Plus files between devices

If you have two or more devices that have AlphaWord Plus installed on them, you can use a keyboard shortcut to quickly beam files.

To beam AlphaWord Plus files between AlphaSmart devices:

1. On the sending device, start AlphaWord Plus and go to the file you want to send.
2. On the receiving device, start AlphaWord Plus and go to the workspace that will receive the data.
3. Place the devices within three feet of each other and align their infrared ports.
4. On the sending device, press **ctrl-send**.
5. On the receiving device, press **ctrl-B**.
6. If the workspace was empty, do nothing. If the workspace contained text, select whether to overwrite the text or append the new data to it.

Beaming from an AlphaSmart device to a Palm OS device

You can beam AlphaWord or AlphaWord Plus files to Palm OS devices, such as Dana or Dana Wireless by AlphaSmart, or typical hand-held models. You can beam to AlphaWord on Dana or Dana Wireless, or you can beam AlphaWord files to the Memo Pad application.

Important: Decide whether you want to beam your file as an AlphaWord file or as a Memo Pad file. Set the format before beaming by changing settings from the Beamer screen. See “Changing Beamer settings” on page 19 for details.

To beam between an AlphaSmart device and a Palm OS device, both devices must have infrared ports and be within three feet of each other.

To beam an AlphaWord file to a Palm OS device:

1. Make sure you know which AlphaWord file contains the data you want to send.
2. Turn on both the AlphaSmart device and the Palm OS device.
3. On the AlphaSmart device, press **applets** to view the SmartApplets menu.
4. Use the arrow keys to scroll and select Beamer from the list, then press **enter**. The Beamer screen appears.
5. Select Send. Files that contain data appear in a list.
6. Select the file you want to send by doing one of the following:
 - Using the arrow keys, scroll the list of files to select the one you want, then press **enter**.
 - Press the appropriate **file #** key along the top of the keyboard on the device.
7. Make sure the Palm OS device is turned on, within three feet of the AlphaSmart device, and that both devices have their infrared ports pointing at each other.
8. On the AlphaSmart device, press **send** to start beaming. Beamer begins beaming the file to the Palm OS device.

Receiving a beamed file on a Palm OS device

If you have a Palm OS device such as a Dana or Dana Wireless by AlphaSmart, or a hand-held model, you're probably used to beaming information between IR-capable devices. With Beamer, Palm OS devices can receive beamed files from an AlphaSmart device as either AlphaWord files or Memo Pad files.

To receive a beamed file on your Palm OS device:

1. Make sure your Palm OS device is turned on, within three feet of the AlphaSmart device, with its infrared port pointing at the AlphaSmart device's port.
2. Beam the file from the AlphaSmart device as explained in steps 1 through 8 on page 11.
3. On your Palm OS device, tap Yes in the Beam Status dialog box that appears.

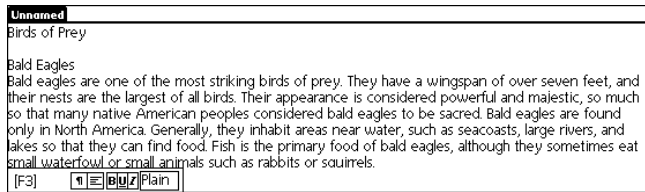


This message appears when you beam an AlphaWord file to a Palm OS device

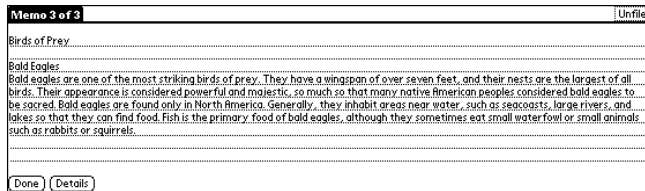


This message appears when you beam a Memo Pad file to a Palm OS device

4. To view the transferred file, do one of the following, depending on the file format:
 - For AlphaWord, tap the Applications Launcher icon, then tap AlphaWord. Tap the menu icon, then tap to select File > Open. A list of files appears. Tap the beamed file to open it in AlphaWord.



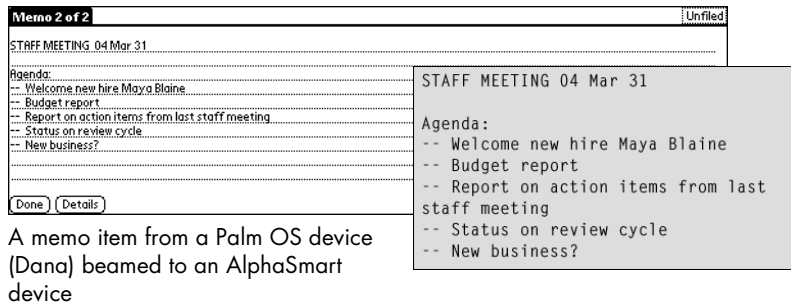
- For Memo Pad, beaming automatically launches Memo Pad and displays the transferred file on the screen.

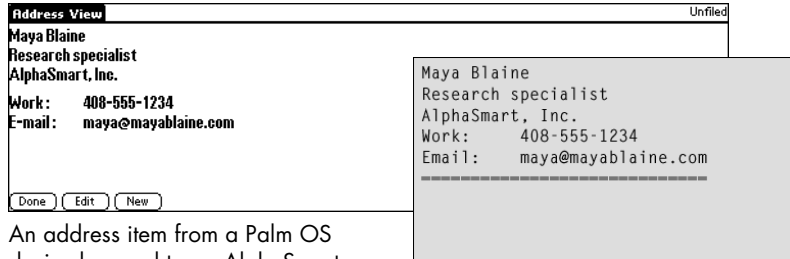


Beaming from a Palm OS device to an AlphaSmart device

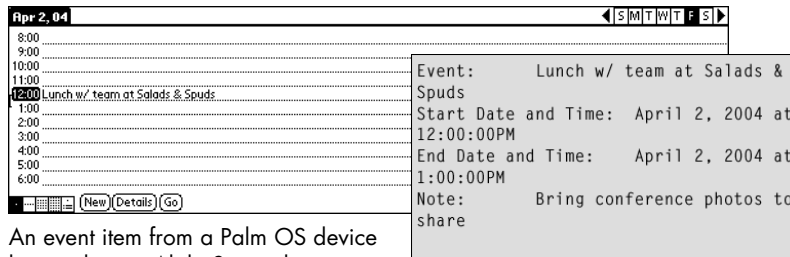
You can beam particular text-based items from Palm OS devices to AlphaWord or AlphaWord Plus on an AlphaSmart device. The types of items you can beam are based on industry file formats. If the Palm OS application you want to beam from uses one of the following file formats, you'll be able to beam an item from it over to AlphaWord or AlphaWord Plus:

- Note or memo-like items (vNote format), including AlphaWord for Palm OS devices
- Contact or address items (vCard 3.0)
- Event or date information (vCal 1.0 or iCalendar format)





An address item from a Palm OS device beamed to an AlphaSmart device



An event item from a Palm OS device beamed to an AlphaSmart device

Important: You should be familiar with how to beam items from your Palm OS device and its applications. Consult the documentation that came with your Palm OS device for complete information.

To beam from a Palm OS device to an AlphaSmart device:

1. Turn on the Palm OS device and from the Applications Launcher, start the application that contains the item you want to send.
2. Turn on the AlphaSmart device, press **applets**, then choose Beamer from the SmartApplets menu. The Beamer screen appears.

3. On the AlphaSmart device, select Receive.
4. Make sure both devices are within three feet of each other and that the infrared ports are facing each other.
5. On the Palm OS device, locate the item you want to send, tap the appropriate area on the screen to activate the menus, and choose the beaming option you want.

The Palm OS device starts beaming the item you specified.

Receiving a beam from a Palm OS device to an AlphaSmart device

Currently, Beamer can place beamed items into AlphaWord or AlphaWord Plus on an AlphaSmart device.

To receive a beam from a Palm OS device:

1. Follow steps 2 through 5 from the previous task to start the beam.
2. Do one of the following, depending on the Beamer settings on the AlphaSmart device:
 - If the receiving device has data on the clipboard, press **enter** to overwrite the clipboard, or press **esc** to cancel receiving the beam.

There is data currently on the clipboard. Press the enter key to overwrite the data.
(Press esc key to cancel)

- If the device doesn't have data on the clipboard, or if the device hasn't been set to warn about overwriting the

clipboard (and you see the screen pictured here), go on to step 3.

```
Ready to receive a file.  
  
(Press esc key to cancel)
```

3. Select which file you want to receive the data by using the arrow keys to scroll and select the file and pressing **enter**, or by pressing one of the **file #** keys along the top of the device.

```
Select where you want to store the file:  
- File 1 (empty)  
- File 2 (1437 characters)  
↓ File 3 (empty)
```

Note: The status that appears after each file varies depending on each AlphaSmart device.

4. Do one of the following:
 - If the file you selected is empty, do nothing. Beamer places the beamed file into the empty file.
 - If the file isn't empty, choose to overwrite the existing file or to append the new file to it.

```
File x is not empty. Choose one:  
- Overwrite the file?  
- Append to the file?  
(Press esc key to exit)
```

The beamed data should now be in the file you specified on the receiving device. To view it, press **applets** and select AlphaWord, then

press the appropriate **file #** key. AlphaWord automatically opens the file you selected to receive the item.

Additional considerations

Here are some considerations you should be aware of:

- At any time, from any device, you can press **esc** to cancel either beaming or receiving a file.
- If an AlphaWord or AlphaWord Plus file is password-protected, (either the file you're beaming or the file receiving the beam) you'll need to know either the exact file password or the device's master password to accept the beam (as described in "Beaming to and from password-protected files" on page 9).
- Problems you might encounter, such as "timing out" or beaming a file that's too large, are described in "Troubleshooting" on page 25.

Settings

There are a handful of settings you can set for Beamer, customizing it to best suit your needs. The settings you can change are

- Permitting sending from AlphaSmart devices
- Warning you if receiving data will overwrite data on the clipboard
- Sending to Palm OS devices in AlphaWord file or Memo Pad file format
- Requiring a master password to change Beamer settings on AlphaSmart devices

Changing Beamer settings

If you're an individual user using Beamer, you probably won't need to change your settings very often. But if you're using a number of AlphaSmart devices and Palm OS devices in a group setting, you might want more control over who can beam data and how.

To change Beamer settings:

1. On your AlphaSmart device, press **on/off**, then press **applets**.
2. From the SmartApplets menu, select Beamer and press **enter**.
3. From the Beamer screen, select Settings.

From here, change the setting in which you're interested as described in the rest of this chapter.

Note: If you're using AlphaSmart devices in a group setting with an AlphaHub, you can use AlphaSmart Manager to change Beamer settings on up to thirty devices in a single operation. See

the *AlphaSmart Manager User's Guide* for information on using AlphaSmart Manager to change SmartApplet settings.

Permitting sending from AlphaSmart devices

You can prevent others from using Beamer to beam information from your AlphaSmart device.

This option is useful if you want to protect your files from being sent to other devices. It's also useful in group situations where you might want to prevent your group of users from beaming unauthorized information to each other.

To prohibit beaming from an AlphaSmart device:

1. Start Beamer and choose Settings from the Beamer screen.

Settings - Permit Send: YES - Warn if overwriting clipboard: NO ↓ Send to Palm device as ALPHAWORD file
--

2. Use the arrow keys to scroll to the Permit Send option. This option is set by default to Yes.
3. Press **enter** to set the option to No. (Press **enter** again if you want to toggle the setting back to Yes.)
4. Press **esc** to exit the Settings screen.

Tip! This setting is particularly useful to users with an AlphaHub. You can prevent sending files from all connected devices so that users can only receive the data you want them to receive from your own Palm OS or AlphaSmart device.

Warning about overwriting the clipboard

As described earlier in this guide (page 4), you might want to know if receiving beamed data is going to overwrite information you've copied to the clipboard on your AlphaSmart device.

To view a warning about the clipboard before receiving a beam:

1. Start Beamer and choose Settings from the Beamer screen.

```
Settings (Press esc to exit)
- Permit Send: YES
- Warn if overwriting clipboard: YES
↓ Send to Palm device as ALPHAWORD file
```

2. Use the arrow keys to scroll to the Warn if overwriting clipboard option. This option is set by default to Yes.
3. Press **enter** to set the option to No. (Press **enter** again if you want to switch the setting back to Yes.)
4. Press **esc** to exit the Settings screen.

Choosing a beaming format for Palm OS devices

Beamer can send files from an AlphaSmart device to a Palm OS device in either AlphaWord format or Memo Pad format. Most Palm OS devices have the Memo Pad application as part of the Palm OS operating system; AlphaWord is a word-processing application included with Dana and Dana Wireless.

To set the file format for beaming from your AlphaSmart device:

1. Start Beamer and choose Settings from the Beamer screen.

```
Settings (Press esc to exit)
- Permit Send: YES
- Warn if overwriting clipboard: NO
↓ Send to Palm device as ALPHAWORD file
```

2. Use the arrow keys to scroll to the Send to Palm OS device option. This option is set by default to AlphaWord.
3. Press **enter** to set the option to Memo. (Press **enter** again if you want to switch the setting back to AlphaWord.)
4. Press **esc** to exit the Settings screen.

Requiring a master password

You can set Beamer to require a master password before changing any of the other Beamer settings. Requiring a master password offers a measure of security that can help protect the data on your AlphaSmart device.

Master passwords are described in both the *AlphaSmart Manager User's Guide* and the user's guide that came with your AlphaSmart device. Refer to the guides for complete information about how to use and set the master password.

To require the master password to change settings:

1. Start Beamer and choose Settings from the Beamer screen.

```
Settings (Press esc to exit)
- Permit Send: YES
- Warn if overwriting clipboard: NO
↓ Send to Palm device as ALPHAWORD file
```

2. Use the arrow keys to scroll to the Require master password option. This option is set by default to No.
3. Press **enter** to set the option to Yes. (Press **enter** again if you want to switch the setting back to No.)
4. Press **esc** to exit the Settings screen.

Troubleshooting

This chapter contains information about common Beamer issues.

I want to change a setting, but I don't know the master password.

See the *AlphaSmart Manager User's Guide* for information about changing the master password.

I don't see the Send option on my Beamer screen.

If the device has been set to prohibit beaming, the Send option won't appear on the beaming screen.

My AlphaSmart device says it can't find a receiving device.

Bring the receiving device closer, make sure the infrared ports are in alignment, and make sure the receiving device is in the proper mode to accept a beam. For Palm OS devices, you usually don't have to do anything. For AlphaSmart devices, you have to set up the device so that it's ready to receive the beam, as described in "Receiving a beamed file on an AlphaSmart device" on page 7.

I received an error when I tried to beam a file.

You might receive an error if the transfer process was interrupted. There are a few reasons why this might happen. For example, the person receiving the beam might have cancelled the transfer before the beam was complete. Or, users might have moved the devices being used, causing the infrared ports to move out of alignment before the beam was complete.

Try beaming the file again.

I received an error when I tried to receive a file.

As explained in the previous topic, several things can happen to cause an error while receiving a beam. Try beaming the file again.

I have data on the clipboard that I don't want to lose. What should I do?

If you're about to receive a beam, press **esc** to cancel receiving it. Then paste the data in the clipboard into an AlphaWord file. When you're ready to receive the beam, press **enter** to overwrite the data on the clipboard. Be sure that you don't select the AlphaWord file where you pasted the data as the file to receive the beam. Alternatively, you can choose to append the data rather than overwrite it.

I keep getting an invalid password message.

You need to know the exact individual file password associated with that file in order to beam it, and the exact file password for the receiving workspace or file to receive it. Alternatively, if you know the master password you could enter it instead. You can find out more about file passwords, including disabling them for a device, and master passwords in the user's guide that came with your AlphaSmart device.

I beamed a file with a password, but now that file doesn't have a password on the receiving device.

If the sending device uses file passwords, but the receiving device doesn't, the password associated with the file being beamed isn't sent.

What does the message “could not find a sending device” mean?

It means that Beamer on the AlphaSmart device is ready to receive a beam from another device, but it is not sensing any device that is sending anything.

What do I do if the file I’m receiving is too big?

The device receiving the beam will accept as much data as it can and truncate the file at the point where it can’t receive any more. To work around this, the person beaming the file should break up the file into separate files and beam them separately.

My buddy beamed an AlphaWord Plus file to me, but Beamer didn’t let me choose a workspace to put it in. It automatically put it in a new file. What happened?

What likely happened is that AlphaWord Plus on your AlphaSmart device hadn’t been “initialized,” meaning it hadn’t set itself up yet to receive beamed files. This can happen if you have a brand new Neo, or if you have a new installation of AlphaWord Plus on either an AlphaSmart 3000 or a Neo, and you started Beamer before ever starting up AlphaWord Plus.

All you need to do to initialize AlphaWord Plus is to start it. Do this before you use Beamer again, and Beamer should give you the opportunity to choose a workspace the next time it’s receiving a file.

Contact Information

The AlphaSmart web site is a good source of information about products, sales, support, community forums, and latest news. Visit the AlphaSmart web site at

www.alphasmart.com (United States)

www.alphasmart.co.uk (United Kingdom)

www.alphasmart.com/international (all other countries)

If you can't find the information you're looking for on the web site, use the contact information listed in this appendix.

United States

Technical questions or problems:

Phone: (530) 528-7200

Email: support@alphasmart.com

Web: www.alphasmart.com/supportinfo

Purchase AlphaSmart products:

Online store: www.alphasmart.com

Phone: (888) 274-0680

General information or sales questions:

Phone: (888) 274-0680

Email: info@alphasmart.com

United Kingdom

Technical questions or problems:	Phone: 0870 120 0718 Email: UK-help@alphasmart.com
Latest support information:	www.alphasmart.co.uk/support
Purchase AlphaSmart products:	www.alphasmart.co.uk/ordering (This url also provides a list of resellers and AlphaSmart contacts.)

Europe, Middle East, and Africa

Technical questions or problems:	Phone: +44 870 120 0718 Email: UK-help@alphasmart.com
Latest support information:	www.alphasmart.com/supportinfo Select your country or region.
Purchase AlphaSmart products:	www.alphasmart.com/international/ (This url also provides a list of resellers and AlphaSmart contacts.)

Asia/Pacific, Canada, Latin America

Technical questions or problems:	Contact your local reseller. If you do not have a local reseller, email Technical Support at support@alphasmart.com .
Latest support information:	www.alphasmart.com/supportinfo Select your country or region.
Purchase AlphaSmart products:	www.alphasmart.com/international/ (This url also provides a list of resellers and AlphaSmart contacts.)

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