Digital Ink Pad+

User Manual

Welcome.

Dear user, thank you for purchasing this product.

Much investment in time and effort has gone into its development, and it is our hope that it will give you many years of trouble-free service.

Notice

1. Purchasing new ink cartridges:

The dimension of the pen cartridge is 2.3~2.4mm (diameter) x 67mm (length). You are recommended to use products of tested brands, such as KANGHER, MINI STAR, SCHMIDT 628F, and ROTRING.

Note: Unqualified cartridges may affect the functionality of the digital ink pen. Cartridges of unspecified sizes may cause damage to the digital ink pen.

2. Replace the battery of the digital ink pen when any of the followings occurs:

a. When the LED on the pen lights up.

b. The strokes of the pen show serious distortion.

c. Abnormal pen strokes appear on areas that you did not write on.

d. The pen strokes appear to be seriously missing or dragging.

3. Notes on maintaining the Digital Ink Pad+ and the digital ink pen:

a. Avoid using the device in places near sources of strong magnetic or electromagnetic fields.

b. Do not place magnetic objects on the surface of the Digital Ink Pad+.

c. Do not disassemble the Digital Ink Pad+ or digital ink pen.

d. Do not drop the device heavily to a hard surface. Severe impact may cause malfunction to the Digital Ink Pad+ and digital ink pen.

e. Do not tap or knock heavily on the digital ink pen cartridge. Doing so may cause damage to the pen tip or the pen itself and result in malfunction.

4. Notes on formatting memory:

a. If the file information of the internal memory does not display correctly, please format the internal memory on the computer.

b. If the file information of the purchased memory card does not display correctly, please format the memory card on the computer.

5. Do not dispose of the Digital Ink Pad+ or digital ink pen at will:

If the device has become unusable, please dispose of the device according to the environmental regulations enforced by your country.

Getting Started

The Digital Ink Pad+ is a handy device that captures your handwriting. While you take notes on paper, the Digital Ink Pad+ also digitally records everything you write or draw, so that you can present or edit your work on the computer. Besides, the Digital Ink Pad+ can also serve as a regular tablet.

Driver installation

Before using the Digital Ink Pad+ as a tablet, you must install the tablet driver.

1. Place the Driver CD into the CD-ROM drive.

Place the accessory Driver CD into the CD-ROM drive of your computer and the auto run screen will appear.

* The actual display may differ.

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2. Start driver installations.

Click on the [icon] icon and the installation wizard will start.

Follow the on-screen instructions to complete the installation.

❗ After the installation you may need to restart your computer for the tablet to work properly.

Package Contents

Digital Ink pad

Digital Ink pen

- Digital Ink Pad+
- Digital Ink Pen
- Notebook
- 2 x replacement ink cartridges
- USB cable
- ZA13 (hearing aid type) battery
- Quick start guide
- Software CD

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The parts of Digital Ink Pad+

Front

USB Socket

Power Button

Synchronized Editing Button

SD Card Slot

Microphone Socket

Headphone/Speaker Socket

Note: The synchronized editing button can be used in the Free Note application to open the last file, record and edit files, refer to the Free Note manual for further information.

When writing with the digital ink pen, the valid detectable height above the Digital Ink Pad+ is about 13mm (around 135 sheets), and the valid writing area is A4 sized.

Writing area

LCD panel

After the Digital Ink Pad+ is turned on, you can see the following icons displayed on the LCD panel:

(a) Folder (A ~ Z).

(b) Page number (1 ~ 999).

(c) ▤ Current page contains contents. ▢ Current page is blank.

(d) Appears when writing with the digital ink pen.

(e) Icons displayed when hovering over the Ink Pad control buttons.

(f) Battery life indicator. Blank indicates no power. Flashing indicates low power.

(g) Memory storage indicator. Blank indicates no data.

(h) M: using internal memory; SD: using a SD card.

(i) Microphone recording displays the filename. This changes to 🎵 when an MP3 file is being played.
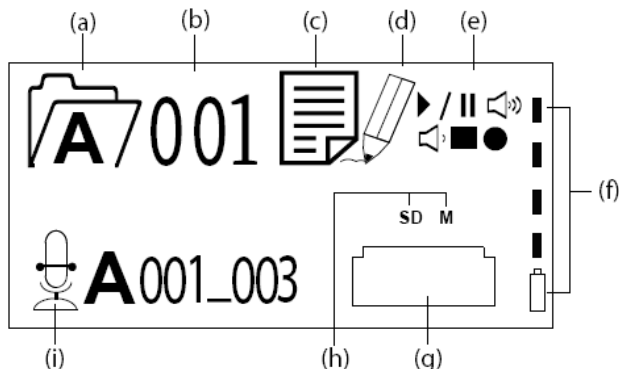
The digital ink pen

Battery Installation

Unscrew the rear tube from the front tube. Install the supplied ZA13 (hearing aid type) battery into the battery compartment and screw it onto the rear tube until tight. You can then depress the top of the pen and start using it.

Changing the pen cartridge

The cartridge compartment can contain up to two replacement cartridges. When the ink cartridge is running out of ink or you want to use a dummy cartridge, you can replace the old cartridge with a new one.

1. Open the cartridge compartment cover.

Slide opens the cartridge compartment cover on the lower right side of the Digital Ink Pad+. Inside the compartment you can find two replacement cartridges.

2. Pull out the old cartridge.

Insert the pen tip into the clip hole in the cartridge compartment.

Tilt the pen to grip the pen tip, and then gently pull out the old cartridge. Or you can use the accessory tweezers to pull out the old cartridge.
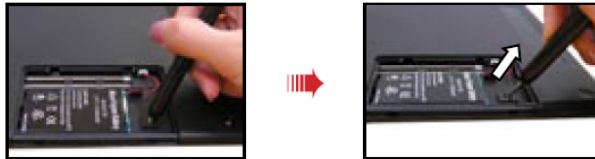
or
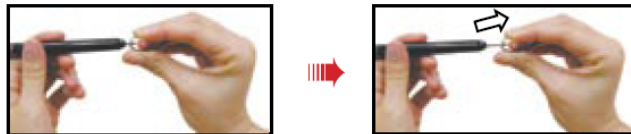
3. Insert a new cartridge.

Insert a new ink/dummy cartridge and gently slide the cartridge into the pen.

Carefully tap the cartridge tip against a hard surface until the cartridge clicks into place.

> ❗ When inserting the cartridge, do not use force. A successful insertion should leave a buffer space for the pen tip to "bounce" back after being pressed.

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Inserting a memory card (optional)

In addition to the internal memory, the Digital Ink Pad+ can also store data on a
Secure Digital (SD) card.

To insert a memory card, gently push the card as indicated until the card reaches the
end of the slot

The SD card comes with a write-protect switch. Normally, the card is non-writable
when the write-protect switch is set to the lock position. If you neglect to set the
write-protect switch to the Unlock position during inking, this device allows the SD
card to become writable even if the write-protect switch is set to Lock.

When a memory card is inserted, the Digital Ink Pad+ will use the card as the main
storage medium. Files stored in the internal memory will become inaccessible until
the card is removed.

We suggest you use SD cards manufactured by SanDisk TM as they provide the best
compatibility with the Digital Ink Pad+.

The system will be powered off when you remove the SD Card.

Inserting a memory card (optional)

> ● When a memory card is inserted, the digital ink pad will use the
>   card as the main storage medium. Files stored in the internal
>   memory will become inaccessible until the card is removed.
>
> ● We suggest you use SD cards manufactured by Sandisk™ as they
>   provide the best compatibility with the digital ink pad.
>
> ● The system will be powered off when you remove the SD Card.

Inserting a notebook

To hold a sheet of paper on the Digital Ink Pad+, lift the paper clip upward and place the paper on to the surface of the pad. Then release the paper clip to hold.

Using your Digital Ink Pad+

Turn the Digital Ink Pad+ on and off.

To power on the Digital Ink Pad+, push the power button as indicated.
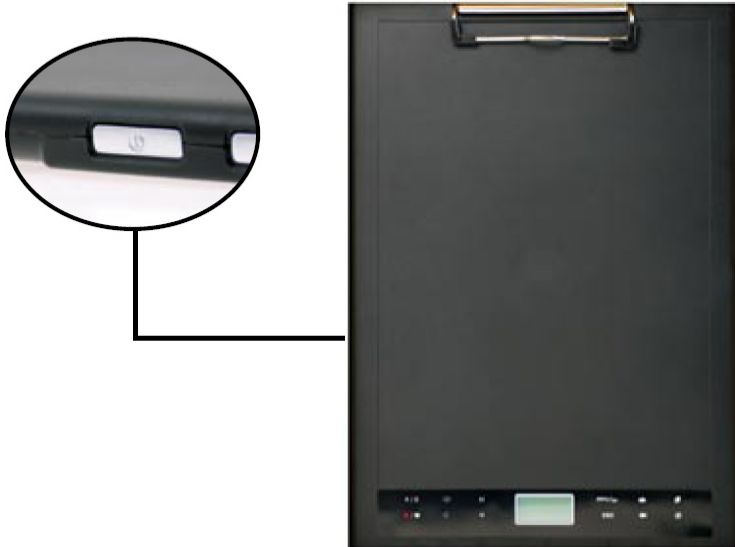
> ❗ If the digital ink pad cannot be turned on, check that the battery has enough power left.
>
> ❗ If a memory card is inserted, the digital ink pad will take more time (about 4~5 seconds) to boot up.
>
> ❗ Next time when you turn on the digital ink pad again, you will be automatically led to the last edited page.

Recording your handwriting

Writing

When you are using the digital ink pen to write or draw on the Digital Ink Pad+, the pen icon will appear on the LCD panel. Your handwriting will be captured when this pen icon is displayed on the LCD panel.

> ❗ Check every time you write. If you do not see the pen icon while writing, please do the followings:
> 1) Alter the pressure applied on the pen tip.
> 2) Check the battery status of the digital ink pen.
> 3) Switch off the digital ink pad and then switch it on again.
> 4) Check if you are writing outside of the effective writing area.

Create a new blank page

To create a new blank page, tap the button.

Move between pages

To move to the previous page, tap the button. To move to the next page, tap the button. Note that you cannot move to a page that is not yet created.

> ❗ When you change the paper page, be sure to switch the digital page accordingly, so that the contents of both pages can stay aligned.

Erase page contents

To erase the digital contents of the current page, tap the ![button] button. A prompt will appear on the LCD screen. Use the ←or→ buttons to select ✔ and tap the Menu/OK button to confirm. After the contents are erased, the page icon will become ⬜. You should then remove or cross out the same paper page and start a new page accordingly.

Storing pages

When you are using the internal memory for storage, the M icon will be displayed on the LCD panel. When a memory card is inserted, the SD icon will be displayed and all of your writing will be saved in the memory card.

> ● If you use a memory card for storage, those digital pages saved in the internal memory will become inaccessible until the memory card is removed.
>
> ● If the icon is incorrect, please power off the digital ink pad and then power it on again.
>
> ● M/SD icon blinking during writing indicates the data being stored in the memory. Do not remove the SD card till SD icon has stopped blinking.

The page icon

When you start a new page, the displayed icon is ⬜. After your writing is captured and saved, the icon will become 📝

Page numbering

When you are taking notes over many pages of your notebook, you are recommended to write down a page number, such as A01, A02..., on each page of your notebook. If you are using a memory card, you are recommended to add a prefix (e.g. SDA01...) to

make the page number distinctive.

Memory

When the memory full (▣) icon is displaying on the LCD panel, it means the internal memory or memory card (depending on which you are using) has no more space to store your digital pages. Under such circumstances, you should erase some unwanted content if you need to continue writing on the same page. You can also use a new memory card, but old pages will become inaccessible and you will need to start writing on a whole new page.

- ❗ The size of one stored page depends on the strokes and words you write on the page. The more you write, the larger the file size will be.
- ❗ When the memory is full and no more space is available, the pen icon (p8) will not appear if you continue writing.

Recording a voice memo

To record a voice memo you can either use the built in microphone or connect one to the microphone socket 🎤 on the left of the pad.

1. Start recording by tapping the ● button for more than 2 seconds. The current folder and file will be displayed on the bottom of the LCD panel.

2. To stop recording tap the button ♦/■ .To pause the recording tap ▶/❚❚.

The icon flashes while the recording is paused. The recorded voice memos are stored in the corresponding folders with the handwriting.
3. To resume the recording, tap the ▶/❚❚ button for more than 2 seconds.
The only limit to the length of the recording is the amount of available memory. To playback the recorded file see the Play Audio section.

Synchronized Editing--Proceed to Write Your Ink Notes

Sometimes you may want to continue your digital note which is taken by Digital Ink Pad+. In Ink note Editing window, you can online update your digital ink document, means every written stroke you write on the hard copy by Digital Ink Pad+ at this

moment will synchronically shown on the display and be recorded into the original digital file (.TOP).

1. Check if you have finished the FreeNotes software installation

2. Open FreeNotes software and the desired .TOP file from in the navigation bar and you can see the notes appear in the Document Window.

3. In the Toolbar, click to active Ink notes Editing window shown as the following picture.
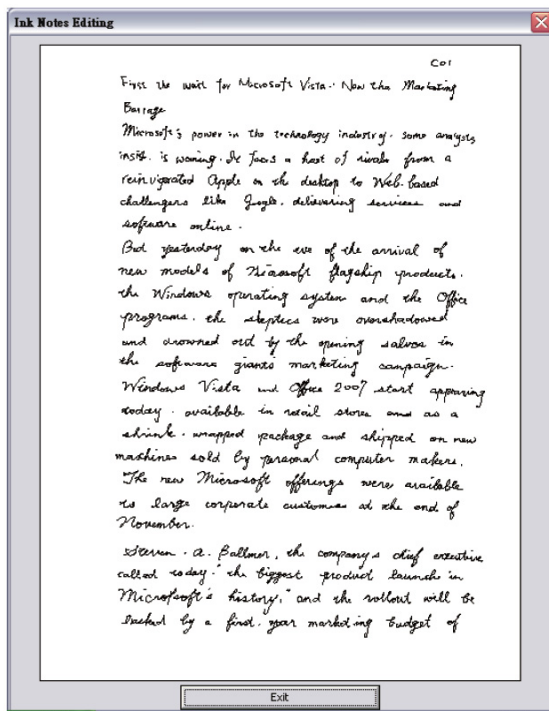
4. Proceed to write your ink notes with Digital Ink Pad+ and Digital Ink Pen.

5. When the editing is finished, click Exit to close the window.

> Notice:
> 1. In Ink Note Editing window, every action you take is unrecoverable just like you write on the paper with the ink pen.
> 2. When Ink Note Editing window is active, the cursor will change to [icon] icon and the cursor will be restricted within the window. Other input device (mouse, keyboard) is necessary for Exit.
> 3. The stroke color is set by the default value of Ink Pen and can't be changed.

Menu Functions

Folder functions

Create new folders

To create a new folder, tap the [button icon] button for more than 2 seconds or tap Menu/OK > [icon] > [icon]. The next folder in sequence is created.

Move between folders

To move between folders tap the Menu/OK button > [icon] > [icon]. Tap the
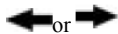
[arrow] or [arrow] to select the folder letter. Tap Menu/OK to move between the numbers and tap the arrow buttons to select the folder. The other way to move between folders

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is simply by tapping ◀ or ▶ for more than 2 seconds and next folder in sequence is opened. Folders first need to be created (see below) before you can move to them.

Play audio

Play voice recording

1. Voice recordings can be heard through a PC when the Digital Ink Pad+ is connected via the USB cable.

2. In order to hear your recorded memo - see Recording a voice memo 📑 -you first need to connect headphones to the Digital Ink Pad+. To listen to the recording, tap

Menu/OK > ▷▷ Menu/OK > 🎵 > Menu/OK. Tap Menu/OK to move between the numbers and tap the arrow buttons to select the folder.

3. You can also tap the ▶ / ‖ button for more than 2 seconds to listen to the last recorded voice memo.

Play audio

The Digital Ink Pad+ can play WAV files from the \audio folder of the inserted SD card or internal memory. To play a file simply tap the ▶ / ‖ or tap Menu/OK > ▷▷

🎵. To stop the file either tap ▶ / ‖ to pause the file or tap ■ to stop the playback. To skip to next audio file tap ▶‖ for more than 2 seconds. To playback currently file from the beginning tap ‖◀ button.

Note 1: The Digital Ink Pad+ will only play files stored in the \audio folder of the SD card or internal memory.
Note 2: The \audio folder will be automatically created once the SD card is inserted into the Digital Ink Pad+, if it doesn't already exist.

Settings

˒⏰Clock

The internal clock can be set by either synchronizing the digital tablet with a PC, see Connection Modes on page 13 or manually. To manually configure the time tap

Menu/OK > ⚓>⏰. Use the ← →to move sequentially through the date. Tap

Menu/OK to move forwards to the next field. Tap ESC to move backwards. Tap Menu/ OK after the minutes field to confirm the date and time.

🗑Deleting and Formatting

The deleting and formatting of folders and audio is performed by tapping Menu/OK

> ⚓ .

Folders - Select 📂, use the ← →to select the folder to delete and tap Menu/OK and then use the ← →to highlight the tick, tap Menu/OK to confirm.

Audio - Select 🎤, use the ← →to select the folder containing the audio and tap

Menu/OK to move to the file then use the ← →to highlight file numbers and tap ← →to find the audio file the tick, tap Menu/OK to confirm and then use the ← →to highlight the tick, tap Menu/OK to confirm.

Formatting - Warning: Formatting deletes all information from the

Digital Tablet - To format the tablet select 📑and then use the ← →to

highlight✔, tap Menu/OK to confirm.

🔊Volume

The volume can be adjusted by using either the volume buttons on the front of the tablet or by using the LCD panel.

Volume buttons - Tap the 🔊. 🔉to see the volume bars. See the image below. Tap them again to increase and decrease the volume.

LCD panel - Tap Menu/OK > ⚉ > ◁)). Use the ◄—► to increase and decrease the volume.

▪▪▪Volume Bar

Note that it takes 2 taps to fill a volume bar. So the 5 bars represent 10 increments.

⬚Connection Modes

Transfer data between PC and tablet

Transferring notes between the tablet and a PC requires the installation of the My Ink or Free Notes software suite, see the user manual included with the software for details on use. To begin synchronization automatically, connect the supplied USB cable between the tablet and a PC.

To switch to "data transfer" mode tap Menu/OK > ⚉ > ⬚ > ⇆. In "data transfer" mode the battery is recharged and the connection between the Digital Ink Pad+ and the host is established.

The Connection Mode is set to be "data transfer" mode by default. By pressing the editing button on the left of the tablet you can switch between editing and tablet functions. (see Software Quick Start Guide)

Just recharging battery

You can switch to "recharge only" mode by tapping Menu/OK > ⚉ > ⬚ > ⚡ and then connect the supplied USB between the tablet and a PC.

The battery charge icon will flash. The Digital Ink Pad+ can continue to be used whilst charging.

The Connection Mode will be reset to "data transfer" mode when you connect the Digital Ink Pad+ next time.

Using the Digital Ink Pad+ as a Tablet

Before using the Digital Ink Pad+ as a tablet, you must install the tablet driver.

Connecting the Digital Ink Pad+ to your PC

1. Power on your computer.

Press the power button of your computer to turn it on.

2. Connect the Digital Ink Pad+ to the computer.

Connect the mini connector of the USB cable into the Digital Ink Pad+, and then connect the other end into the USB socket of the computer.

3. Tablet Active Area

In order to fit the 4:3 scale common display, the active area of the tablet is located at rectangle area which is 15mm above of the control panel.
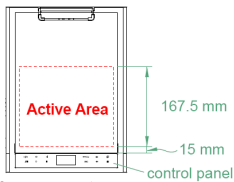
4. The Digital Ink Pad+ is detected by the computer.

You can tell the computer has correctly detected the Digital Ink Pad+ by the following signals:

1) The LCD panel of the Digital Ink Pad+ is displaying icons as indicated on the right.

2) The icon [icon] appears on the system tray of your PC desktop.

> ● Do not connect two or more digital ink pads to your computer at the same time, as the computer may not be able to distinguish them.
>
> ● If the icons on the LCD do not display, please check if the USB cable is well connected at both ends. Unplug and re-plug the USB connector if you need to.
>
> ● In tablet mode, the power of the digital ink pad is provided by the computer and you can not use the digital ink pad to record your handwriting.
>
> ● When using the digital ink pad as a tablet, you are recommended to operate with a regular tablet pen. Or, you can replace the ink cartridge of the digital ink pen with a dummy cartridge. Refer to page 11 for more information.

Defining tablet functions

When using the Digital Ink Pad+ as a tablet, various functions of the Digital Ink Pad+

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can be defined in the tablet control panel.

1. Double-click the "USB Tablet" icon on the system tray.   USB Tablet

Double-click on the "USB Tablet" icon to bring up the settings window.

> ● If the icon does not display, check and make sure: 1. The tablet driver is installed; 2. The USB cable is well connected at both ends. Unplug and re-plug the USB connector if you need to.
>
> ● The following functions take effect when the digital ink pad is used as a tablet. They are not functional when the digital ink pad is in ink-capture mode (when the digital ink pad is not connected with a computer).

2. Set unit and tracking mode.

Unit: You can select "inch" or 1 "cm" as the default unit.

Tracking mode: You can set the pointer tracking mode to "Pen" or "Mouse". In "Pen" mode, absolute coordinates are used. In "Mouse" mode, you can use the digital ink pen to move the pointer in the same way as using a mouse.
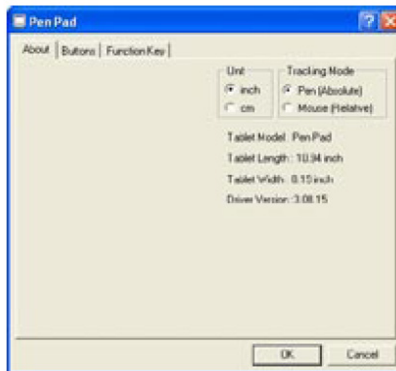
> ● You can update the driver by downloading new driver from the Internet.

Troubleshooting

Problem	Solution
The digital ink pad cannot be powered on.	a. Make sure the battery is still correctly installed in the digital ink pad. b. Make sure the battery has enough power left.
The content of the digital page gets overwritten.	Change to a new digital page when turning a paper page.
When writing on the digital ink pad, the pen icon does not display on the LCD screen.	a. Try altering the force applied to the pen when writing. b. Make sure the battery in the digital ink pen has enough power. c. Make sure you are writing within the legal working area. d. There may be weak signal detection. Try powering off and then rebooting the digital ink pad.
The pen icon keeps displaying on the LCD screen even though I am not writing at all.	It may be caused by false signal detection. Try powering off and then rebooting the digital ink pad.
The pen strokes in the digital page become longer, shorter, or even missed in some parts.	a. Try using more force or slowing down your speed when writing. b. Try to keep the angle of the pen and the pad more than 60 degrees. 60°
The pen strokes in the digital page are seriously distorted, dragging, or missed.	a. If the digital ink pen has been used for a long time, check if the battery power has been depleted. b. If the pen cartridge has been replaced, check if the cartridge was correctly installed. There should be about 1.5mm space for the pen tip to use as buffer while writing continuously.

Problem	Solution
I feel apparent inconsistency and ruggedness when writing strokes.	The pen cartridge may be incorrectly installed. Try removing the pen cartridge and then re-installing it into the pen barrel as instructed in the manual.
After installing an SD card, the LCD screen displays "M" instead of "SD".	Make sure the SD card is correctly installed into the digital ink pad and that the protection switch is set to "unlock".
Memory is full before all 26 folders are completely taken up.	You can save up to 2574 (26x99) pages in the digital ink pad. However, the actual number of pages can be saved is dependent on the capacity of the memory card.
Failed to create a new folder.	All 26 (A~Z) folders may have been created. Note: You cannot erase folders in the digital ink pad. Erase some pages and write on these pages, or use a computer to erase unwanted folders.
After connecting the digital ink pad to a computer, the LCD display does not change, and the removable disk icon does not show up on the computer desktop.	a. Make sure the digital ink pad is correctly connected to your computer and that the USB cable should be tight to the digital ink pad end. Try reconnecting the digital ink pad again. b. If you are using a USB hub, make sure the hub supplies enough power to the digital ink pad. You are recommended to connect the digital ink pad directly to the USB port of your computer.
After connecting the digital ink pad to a computer, the tablet icon does not display on the computer desktop.	a. Make sure the tablet driver has been installed. b. The digital ink pad is not correctly detected by the computer. Try reconnecting the USB cable.
After connecting the digital ink pad to a computer, the effective working area is limited to only a portion of the computer screen.	It may be caused by the false detection of the tablet driver. Try reconnecting the USB cable. The working area should automatically switch to "full screen" mode every time you connect the digital ink pad to a computer.

Problem	Solution
The LCD screen keeps displaying when I press the power button to power off	Press the Reset button on the back of the ink pad, the system will shut down and the LCD screen will go out. Press the power button again and your system can restart working. (Note: Your data stored will not be destroyed after reset)
The digital note file set up time shown on PC doesn't coincide with its real set-up time.	Plug the Digital Ink Pad into your PC, and the device time will reset to the PC synchronously. After you replace the new batteries in the Digital Ink Pad, please plug your pad into the PC before you start taking notes.

● Specifications - digital ink pen

Diameter	11 mm
Length	141mm
Weight	12.6 g with battery
Battery	ZA13 Zinc Air Battery
Battery Life (writing hours)	1500 hours

⬤ Specifications - digital ink pad

Technology	Electromagnetic
Dimension	355.69 mm x 244.86 mm x 11.5 mm
Active Area	210 x 297mm (A4)
Weight	650g with battery
Writing height	Max. 13 mm (around 130 sheets)
Reading height	Max. 13.5 mm
Built-in Memory	32 MB Flash ROM
Expandable Storage	Secure Digital memory card
Battery	1000mAh Rechargeable Li polymer battery
Battery Life	Continuous Writing Time: 20 hr
Power saving	3 sec Auto-standby; 15 min shut-down
Power consumption	Writing: 120mA Standby: 30mA
Connection Interface	USB 1.1 (12Mbps Full Speed)
Audio Input	3.5mm microphone jack
Audio Output	3.5mm headset jack
Audio Formats	Recording: WAV Playback: WAV
LCD Display	128x64 matrix LCD
Resolution	1000 Lpi
Features	Digital inking/ Audio Recording and Playback/ Digitizer Tablet/ Mass Storage/ Card Reader
Certification	CE, FCC, BSMI