Franklin®

BOOKMAN®

EXPANDABLE ELECTRONIC BOOK

Hutchinson Popular Encyclopedia

USER'S GUIDE

EMQ-640

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Introduction

Welcome to the world of BOOKMAN®!

With your new EMQ-640 you can carry and read the *Hutchinson Popular Encyclopedia* anywhere. Your new electronic encyclopedia has over 17,000 articles, many of which include chronologies that highlight historical events related to the subject of the article.

You can also search for words, expand your searches to find more articles, read cross-references, and even add your own bookmarks to quickly find the articles you read most often.

Read this User's Guide to learn how.

➤ About Screen Illustrations

Some screen illustrations in this User's Guide may differ from what you see on screen. This does not mean that your BOOKMAN is malfunctioning.

Key Guide

Colour Keys

MORE **(red)** Expands a word search.

X-REF **(green)** Highlights, or selects, a cross-reference.

SEARCH **(yellow)** Goes to the word search screen.

LIST **(blue)** Displays your bookmark list, and lets you add or remove bookmarks.

➤ Understanding the Colour Keys

The colour keys (red, green, yellow, and blue) perform the functions listed above only for the book described in this User's Guide.

Other BOOKMAN books have their own colour key functions, which are labeled on their keyboards or book cards. To learn more, read "Using the Colour Keys."

Other Keys

BACK — Erases a letter, backs up, or turns off the highlight in an article.

CAP — Shifts the keys to type capitals or punctuation.

CARD — Exits the book you are reading.

CLEAR — Clears all of your entries.

ENTER — Selects a menu item, enters search words, or starts a highlight.

HELP — Displays help messages.

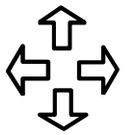
MENU — Displays the main menus.

ON/OFF — Turns BOOKMAN on or off.

?* — At an article, displays the article location. At a menu, displays a full menu title. With CAP, types an * to stand for a series of letters.

SPACE — Types a space, or pages down.

Direction Keys



Moves in the indicated direction, or moves the cursor or highlight.

DN UP — Pages down or up.

Key Combinations*

☆ + BACK — Goes to the main menu from a submenu.

☆ + ENTER — At a menu, goes directly to the text of an article. At an article, highlights cross-references or bookmarks.

☆ + DN or UP — Goes to the next or previous article or word search match.

☆ + ⇩ — Types a hyphen.

☆ + Q-P — Types numbers.

CAP + ⇩ or ⇧ — Goes to the bottom or top of menus. In entries with multiple sections, goes to the next or previous section.

CAP + ⇧ — In an article, goes to the top of an article.

* Hold the first key while pressing the other key.

Installing Batteries

Your BOOKMAN 640 model is powered by four LR03 batteries (AAA batteries). Here is how to install or replace them.

Warning: When the batteries lose power or are removed from your BOOKMAN, information that you entered in its built-in book as well as in any installed book card will be erased.

1. **Turn your BOOKMAN over.**
2. **Slide off its battery cover in the direction of the triangle.**
3. **Install the batteries as shown in the diagram in the battery compartment.**
4. **Replace the battery cover.**

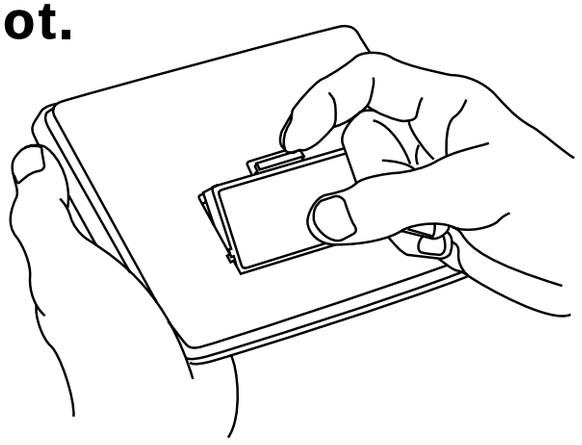
➤ Follow the Arrows

The flashing arrows on the right of the screen show which arrow keys you can press to move around the screen.

Installing a Book Card

Warning: Never install or remove a book card while your BOOKMAN is turned on. If you do, information that you have entered in the built-in book, as well as in any other installed book cards, may be erased.

1. **Turn your BOOKMAN off.**
2. **Turn your BOOKMAN over.**
3. **Align the tabs of the book card with the notches in the slot.**



4. **Press the book card down until it snaps into place.**

➤ Removing Book Cards

Warning: When you remove a book card to install another, information that you entered in the removed book card may be erased.

Selecting a Book

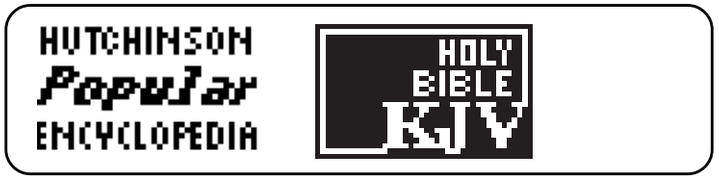
Once you have installed a book card in your BOOKMAN, you can select which book you want to use.

1. Turn your BOOKMAN on.

2. Press CARD.

These are sample books.

3. Press ⇨ or ⇦ to highlight the book you want to use.



4. Press ENTER to select it.

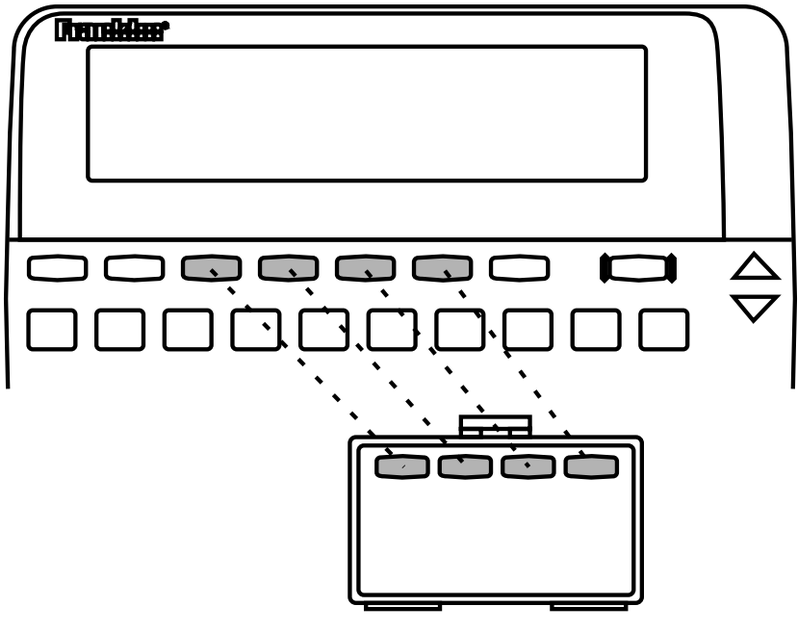
➤ Resuming Where You Left Off

You can turn off your BOOKMAN at any time. When you turn your BOOKMAN on again, the screen that you last viewed reappears.

Using the Colour Keys

The red, green, yellow, and blue keys on the top row of your BOOKMAN change their functions according to which book you have selected.

If you have selected the built-in book, the colour keys function as labeled on the BOOKMAN keyboard. If you have selected a book card, the colour keys function as labeled on that card.



Remember, when you have selected a book card, the colour keys function as labeled on that card, not as on the keyboard.

Changing the Settings

You can adjust the type size, shutoff time, and screen contrast of this book.

The shutoff time is how long your BOOKMAN stays on if you forget to turn it off. The screen contrast is how light or dark the screen display appears.

1. **Press CLEAR.**
2. **Use ⇨ or ⇦ to highlight the Setup menu.**
3. **Press ⇩ to highlight *Set Type Size, Set Shutoff*, or *Set Contrast.***

A slanted arrow indicates a submenu.

4. **Press ENTER.**
5. **Press ⇧ or ⇩ to change the setting.**

   To leave the settings unchanged, press BACK.
6. **Press ENTER to select it.**

Viewing a Demonstration

Before you start using your new BOOKMAN, you may want to see a brief demonstration of what it can do.

When no book card is installed in your BOOKMAN, the demonstration will automatically appear after you turn the unit on. To stop the demonstration, press CLEAR. To disable it, press MENU, and use the arrow keys to highlight the Setup menu. Highlight *Disable Demo* and press ENTER. To re-enable it, select *Enable Demo* from the Setup menu.

When a book card is installed in your BOOKMAN, press MENU. Then use the arrow keys to highlight the Setup menu. Then select *View Demo*.

➤ Help is Always at Hand

You can view a help message at virtually any screen by pressing HELP. Press ⇩ or DN to read the help. Press BACK to exit the message.

To read about how to use this encyclopedia and what the keys do, select *Tutorial* from the Setup menu.

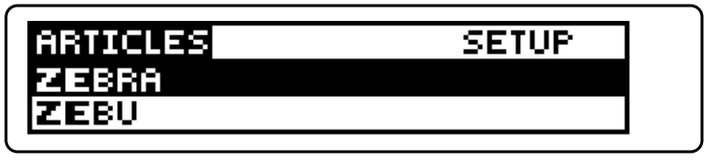
Finding Encyclopedia Articles

The Articles menu lists all the articles in this encyclopedia alphabetically by title. Finding an article is as easy as typing the name of its title.

1. Press CLEAR.

The Articles menu is highlighted.

2. Start typing an article title. For example, type *zebra*.



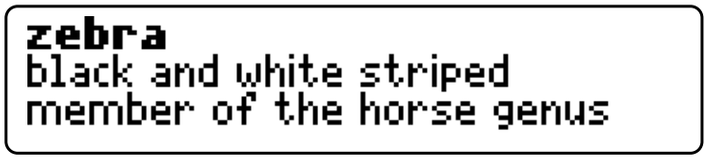
You do not need to type capitals.

To erase a letter, press BACK.

To display a full menu title, press ?*.

You can also find article titles by using the Direction keys at the Articles menu.

3. When the title is highlighted, press ENTER to see its article.



Or select a submenu item, if needed.

4. Press ⇩, DN, or SPACE to scroll down to read the text.

5. Hold ☆ and press DN to view the next article in this encyclopedia.

To view the previous article in this encyclopedia, hold ☆ and press UP.

6. To go back to the Articles menu, press BACK.

7. Press CLEAR to clear your request.

➤ What Article Are You Reading?

When you are reading an encyclopedia article, you can view its title or Article location by pressing ?*.

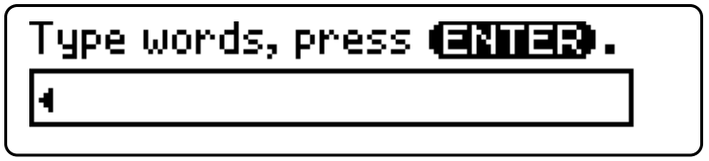
Press BACK to go back to the article.

Searching for Words

You can search for words occurring in articles and their titles. Each occurrence that you find is called a match.

1. Press CLEAR.

2. Press SEARCH (the yellow key).



3. Type up to four words. For example, type *roman empire*.

You don't need to type capitals, but if you want to, hold ☆ and press a letter key.
To erase a letter, press BACK.
To type a space, press SPACE.

4. Press ENTER to search.

5. Use the Direction keys to highlight a title and then press ENTER to view its article.

The matching words are boxed.

6. Hold ☆ and press DN repeatedly to view the next matches.

To view a previous match, hold ☆ and press UP.

7. Press BACK to go back to the list of matches.

8. Press SEARCH (yellow) to clear your search and begin a new one.

➤ If You Misspell a Word

If you enter a misspelled search word, a list of corrections appears. Highlight a correction and press ENTER to search for it.

➤ Finding Incomplete Words

If you are not sure which form of a word to search for, type an asterisk in place of letters in the word (e.g., *psych*✱) and then press ENTER. To type an asterisk, hold CAP and press ?✱.

Next, highlight a complete word and press ENTER to search for it.

➤ Understanding Word Searches

When you search for words, the encyclopedia searches first for matches of the words in the titles of articles.

If no matches are found in article titles, it automatically searches for matches in the articles themselves. If no exact matches are found in articles, the encyclopedia then searches for synonyms and related words.

Searches of more than one word find matches regardless of the order or proximity of the words. For example, if you search for *space travel*, you will find articles that have the words *travel* and *space* in their text or titles.

Expanding Your Searches

When you press MORE (the red key) after a word search, your search can expand up to three times to include matches in the text of articles, if none were already found, synonyms, or related words.

1. Press CLEAR.

2. Press SEARCH (yellow) and type up to four words. For example, type *russia*.

To erase a letter, press BACK.

3. Press ENTER to search.

4. Press MORE (red) to expand the search.

5. Press MORE (red) again.

6. Press MORE (red) once more to fully expand the search.

7. Use the arrow keys to highlight a title and then press ENTER to view its article.

Note: You can also highlight a title by typing its first few letters.

8. Hold ☆ and press DN repeatedly to view the next matches.

To view a previous match, hold ☆ and press UP.

9. To go back to the list of matches, press BACK.

10. Press CLEAR to clear your search.

Highlighting Search Words

You can also search for words by highlighting them in articles. Then you can find their matches in other articles. Try this example.

1. Press CLEAR.

2. Highlight *English Channel* and then press ENTER.

To learn how, read "Finding Encyclopedia Articles."

3. Press ENTER again to start the highlight.

You can turn off the highlight by pressing BACK.

4. Use the arrow keys to highlight a word. For example, highlight *France*.

5. Press ENTER to search for it.

6. To search for more articles, press MORE (red).

7. Highlight an article and press ENTER to select it.

8. Hold ☆ and press DN repeatedly to view the next matches.

To view a previous match, hold ☆ and press UP.

9. Press CLEAR when finished.

➤ Finding Abbreviation Meanings

You can find the meanings of abbreviations used in this encyclopedia (e.g., *SW*, *kph*, *MLR*, etc.). First find an abbreviation in an article or title and press ENTER to start a highlight. Then use the arrow keys to highlight the abbreviation. (If needed, select the appropriate abbreviation.) Finally, press ENTER again to see its meaning. To return to the article, press BACK to go back.

Using Cross-References

Cross-references appear in articles as words in all capital letters. Each cross-reference is the title of another encyclopedia article.

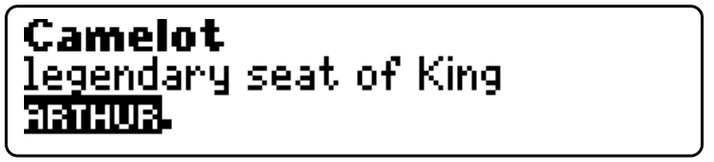
Note: When you are using the small type size, cross-references are indicated by an XREF marker (XREF).

1. Press CLEAR.

2. On the Articles menu, highlight *Camelot* and then press ENTER.

To learn how, read "Finding Encyclopedia Articles."

3. Press X-REF (the green key).



Or hold ☆ and press ENTER to highlight a cross-reference.

To turn off the highlight, press BACK.

4. Press X-REF (green) again or ENTER to go to the cross-referenced article.

5. Press BACK to go back.

Adding a Bookmark

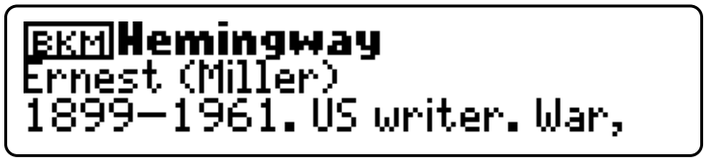
You can personalize your encyclopedia by adding up to 10 bookmarks to articles. Then you can use your bookmarks for quick reference. The BKM marker shows the placement of the bookmark.

1. Find an encyclopedia article.

To learn how, read "Finding Encyclopedia Articles."

2. Press LIST (the blue key).

3. Press ENTER to add a bookmark.



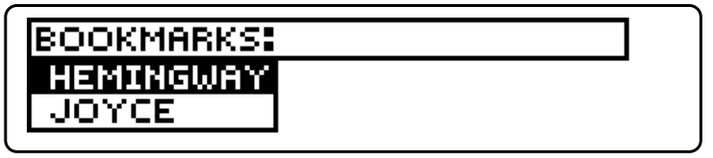
Finding and Viewing a Bookmark

Once you have added bookmarks, it is easy to find or remove them.

1. Press CLEAR.

Using Bookmarks

2. Press LIST (blue).



This is a sample bookmark list. Bookmarks appear in the order they were saved.

3. Use ⇩ to highlight a bookmark.

4. Press ENTER to view the article in which the bookmark is placed.

Removing a Bookmark

1. Find a bookmark in an article.

To learn how, read "Finding and Viewing a Bookmark."

2. Press LIST (blue).

To see the full title of an article that contains a bookmark, press ?*.

3. Press ENTER to remove the highlighted bookmark.

Sending a Word Between Books

You can look up words from this book in certain other BOOKMAN books, and vice versa.

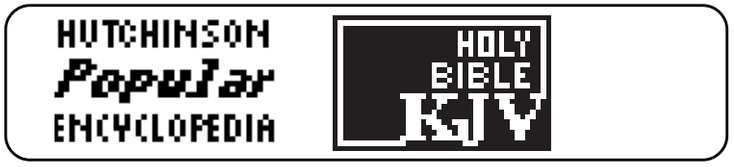
To send or receive a word to or from another book, you must have installed a book card in your BOOKMAN that is able to send or receive words, as well. To learn if a book card can send or receive words, read its User's Guide.

1. Highlight a word in the text of an article.

To highlight a word in text, press ENTER and then press the arrow keys.

2. Hold ☆ and press CARD.

3. Highlight the other book.



4. Press ENTER.

The word that you highlighted appears in the other book.

5. If needed, press ENTER to look up the word.

Resetting Your BOOKMAN

If the BOOKMAN keyboard fails to respond, or if its screen performs erratically, first press CLEAR and then press ON/OFF twice. If nothing happens, follow the steps below.

Warning: Pressing the reset button with more than very light pressure may permanently disable your BOOKMAN. In addition, resetting BOOKMAN erases settings and information entered into its built-in book and in any installed book card.

1. Hold CLEAR and press ON/OFF.

If nothing happens, try Step 2.

2. Use a paper clip to *gently* press reset button on BOOKMAN.

The reset button is recessed in a pin-sized hole on the back of the BOOKMAN. Look for it on the battery cover or near the book card slot.

This unit may change operating modes due to Electro-static Discharge. Normal operation of this unit can be re-established by pressing the reset key, ON/OFF, or by removing/replacing batteries.

Specifications

Model: EMQ-640

Hutchinson Popular Encyclopedia

- size: 14 x 10.3 x 2.5 cm
- weight: 6 oz

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U.S. Patents 4,490,811; 4,891,775; 5,153,831; 5,113,340; 5,321,609; 4,830,618; 5,218,536; 5,396,606; 5,203,705; 5,229,936; 4,982,181; 5,295,070, 5,333,313; 5,007,019; 5,249,965.

Deutsch Patents M9409743.7 and M9409744.5. European Patent 0 136 379.
U.K. Reg. Des. 2043954
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Limited Warranty

This product, excluding batteries, is guaranteed by Franklin for a period of one year from the date of purchase. It will be repaired or replaced (at Franklin's option) free of charge for any defect due to faulty workmanship or materials.

Products returned under warranty should be sent to the original vendor with proof of purchase and description of fault. Charges will be made for all repairs unless valid proof of purchase is provided.

This warranty explicitly excludes defects due to misuse, accidental damage, or wear and tear. This guarantee does not affect the consumer's statutory rights.

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