SHARP®

ELECTRONIC ORGANIZER
ORGANIZADOR ELECTRÓNICO

OPERATION MANUAL

EL-6560
EL-6590

—— NOTICE ——

- SHARP strongly recommends that separate permanent written records be kept of all important data. Data may be lost or altered in virtually any electronic memory product under certain circumstances. Therefore, SHARP assumes no responsibility for data lost or otherwise rendered unusable whether as a result of improper use, repairs defects, battery replacement, use after the specified battery life has expired, or any other cause.

- SHARP assumes no responsibility, directly or indirectly, for financial losses or claims from third persons resulting from the use of this product and any of its functions, such as stolen credit card numbers, the loss of or alteration of stored data, etc.

- The information provided in this manual is subject to change without notice.

CAUTIONS

- Do not carry the Organizer in the back pocket of slacks or trousers.
- Do not drop the Organizer or apply excessive force to it.
- Do not subject the Organizer to extreme temperatures.
- Clean only with a soft, dry cloth.
- Use only a SHARP approved service facility.
- Since this product is not waterproof, do not use it or store it where fluids can splash onto it. Raindrops, water spray, juice, coffee, steam, perspiration, etc. will also cause malfunction.

CONTENTS

Using the Organizer for the First Time

Be sure to perform the following operations before using the Organizer for the first time.

1. Press the RESET switch while holding $\overline{ON}$. Release the RESET switch and then release $\overline{ON}$.
"CLEAR ALL DATA OK (Y/N) ? " is displayed.

- Under certain conditions the message may appear as "Data has been impaired ! Press [Y] to CLEAR ALL memory". Proceed to the next step in either case.

2. Press $\boxed{Y}$.

3. The Organizer is now initialized. Press $\boxed{CLOCK}$ and set the date and time of the clock. (Refer to page 6.)

Press the RESET switch with a ball-point pen or similar object.

Do not use an object with a breakable or sharp tip.

When Abnormal Conditions Cause a Malfunction

If the Organizer is subjected to strong, extraneous electrical noises or shocks during use, an abnormal condition may occur in which no keys (including $\overline{ON}$) will respond. If this happens, press the RESET switch.

Noises or shocks may erase some or all of the Organizer's memory.

Auto Power Off Function

When none of the keys have been pressed for approximately 7 minutes, the Organizer automatically turns the power off to save the batteries. (The actual time may vary depending upon the condition of use.) Press $\overline{\text{ON}}$ to resume operation.
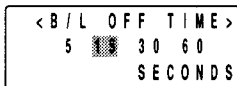
Backlight

The Organizer provides a built-in Backlight, which allows you to view the display and use the Organizer even in low-light conditions. Pressing BACKLIGHT once illuminates the display for as long as you continue to use the Organizer, until you have not typed any key for 15 seconds. You can change this interval as follows:

1. Press 2nd BACKLIGHT.
2. Press ▶ or ◀ to change interval (5 - 60 seconds).
3. Press ENTER.

```
< B / L  O F F  T I M E >
   5  ▓▓  3 0   6 0
            S E C O N D S
```

- To turn the Backlight off, press BACKLIGHT again.
- The Backlight may remain on for less than the set interval or it may not function if the battery level is very low.

★ Do not use the Backlight unnecessarily.

- Since the Backlight drains power from the operating batteries, excessive use of the Backlight will significantly reduce the life of your batteries.
- Do not continue using the Organizer after it has automatically turned itself off while the backlight was being used. Even if it can be turned on again, the clock time will be incorrect and other functions may not work properly until the batteries are replaced.

- Continuous use of the Backlight will, over time, lead to gradual loss of brightness.
  If the Backlight is on for 10 minutes per day (for example 15 seconds 40 times a day), the brightness will be reduced by half after 10* years (at an ambient temperature of 20˚C and 65% humidity).

  * This figure may vary depending on the surrounding environment.

Adjusting the Contrast

1. Press 2nd CONTRAST.
2. Press ▲ or ▼ to darken or lighten the display as required.
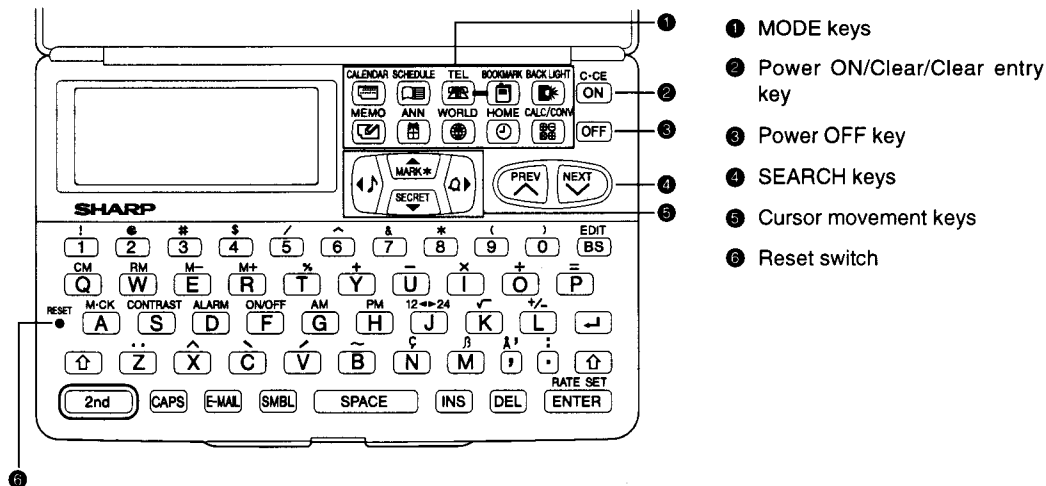
   - The amount of contrast changes continuously when either ▲ or ▼ is held down.

3. Press C•CE after adjusting the contrast.

Turning the Key Touch Tone On and Off
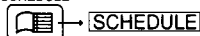
The key touch tone is turned on and off by pressing 2nd ♪.

- ❶ MODE keys
- ❷ Power ON/Clear/Clear entry key
- ❸ Power OFF key
- ❹ SEARCH keys
- ❺ Cursor movement keys
- ❻ Reset switch

In this manual the keys are represented by symbols, for example:

SCHEDULE
⌨ → SCHEDULE   Keys with only one function always appear in the manual with the function enclosed in a box.

M+
R → M+   Indicates the memory plus key.
  → R   Indicates the alphabetic **R** key.

SECRET
▼ → 2nd SECRET   Indicates the secret key.
  → ▼   Indicates the cursor down key.

The ⇧ keys: These keys are used to select capital (uppercase) or small (lowercase) letters or to access the symbols " ' " and ":".
While holding down ⇧, press the desired key to be entered.

3

♪ : A "beep" will sound when a key is pressed.

Δ : The schedule alarm will sound.

CAPS : Capital (uppercase) letters will be entered. To enter small (lowercase) letters, turn "CAPS" off by pressing CAPS.

E-mail : Indicates that the recalled listing is the listing with an E-mail address.
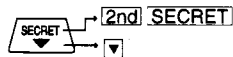
EDIT : The listing on the display can be edited.

2nd : Indicates that 2nd has been pressed. The function or character represented on the blue parts of the keypad can be used next.

↑ : More information exists above the current display. (Press ▲.)

↓ : More information exists below the current display. (Press ▼.)

★ : Indicates that the recalled listing is the Bookmark listing.

S : Secret function is in effect. (Secret listings cannot be recalled without a password.)

∗ : Indicates that the recalled listing is secret.

BATT : Indicates that the operating battery level is low.

• In this manual, only the symbols necessary for explanation will be shown.

1. Moving the Cursor

The cursor (_ or ■) can be moved by pressing ▶, ◀, ▲, or ▼.

• Hold down ▶, ◀, ▲, or ▼ for rapid movement.

2. Entering Characters

(1) Entering Letters and Numbers

The cursor (_ or ■) indicates the position to enter a character or number. Enter letters or numbers by pressing the desired letter or number keys. After initializing the Organizer, the default setting for entering letters will be capital (uppercase) letters. In this manual, operating examples are described with the setting of "CAPS" on.

• To enter "Ä", press 2nd " ¨ " "A".
• To enter "é", press CAPS to turn "CAPS" off and press 2nd " ´ " "E".
• To enter "ç" ("ß" or "Å"), press 2nd "ç" ("ß" or Å).
• To enter " ' " or ":", press " ' " or ":" while holding down ⬭.
• To move the cursor to the beginning of the next line (new line), press ⏎.

(2) Entering symbols

Press SMBL.

A total of 13 symbol displays with 9 symbols each can be selected. To select the symbol display containing the desired characters, press ▽ or △. Then press the number corresponding to the symbol.

• The first symbol display is determined by your previous choice. The 9 most recently used symbols will appear in the first symbol display.

- To quit symbol entry, press $\boxed{\text{C•CE}}$.
- You can enter each of the 10 symbols above the numeric keys by holding $\textcircled{1}$ and pressing each numeric key below the 10 symbols.

(3) Entering periods (.), Commas (,), Spaces ( ) , or Hyphens (-)

Press $\boxed{\cdot}$, $\boxed{,}$, $\boxed{\text{SPACE}}$, or $\boxed{\text{2nd}}$ $\boxed{-}$, respectively.

3. Making Corrections

Move the cursor to the number or letter to be corrected. Enter the correct number or letter to replace the previous one.

(1) Cursor

The cursor (_ or ■) indicates the position to enter a character or number. Move the cursor with $\boxed{\blacktriangleright}$, $\boxed{\blacktriangleleft}$, $\boxed{\blacktriangle}$, or $\boxed{\blacktriangledown}$.

(2) Inserting characters

Move the cursor and press $\boxed{\text{INS}}$ to change the cursor from "■" to " ◄ ". You can now insert new characters at the cursor position.

Press $\boxed{\text{INS}}$ again to change the cursor from " ◄ " to "■".

(3) Deleting characters

Press $\boxed{\text{DEL}}$ to delete the character at the cursor position.

Press $\boxed{\text{BS}}$ to delete the character to the left of the cursor.

The Organizer has both Home and World clocks.

1. Setting the Home Clock

(1) Setting and changing the Home city
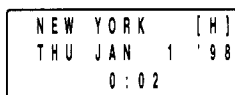
Set your local city as the Home city by selecting its zone number.

Zone numbers are based on the distance of the zones from the international date line (zone number zero). For example, there is a 13-hour difference between the date line and London (London is 13 hours behind), so the zone number for London is 13. Honolulu is 23 hours behind the date line, so its zone number is 23.

The names and zone numbers of 27 cities are stored in the Organizer's memory. (Refer to page 9.)

1. Press [HOME] to display the Home clock.

```
NEW  YORK      [H]
THU  JAN   1   '98
        0:02
```

• The default Home city after initializing the Organizer is New York.

2. Press [2nd] [EDIT] to enter the edit mode.

• "18" on the display indicates the time zone.

3. Press ∨ or ∧ to display the desired city name from the cities stored in the Organizer.

4. Press [ENTER] to set the Home city.

• Some city names are abbreviated on the display as follows:

HONG KONG	HONGKONG
NEW DELHI	DELHI
RIO DE JANEIRO	RIO
LOS ANGELES	L.A.
ANCHORAGE	ANC.

• For zone numbers 0, 14, and 15, the city name display is blank.

(2) Setting the Clock

Example:

Set the date and time to February 8, 1998, 10:05 PM:

1. Press [HOME] to display the Home clock.

2. Press [2nd] [EDIT].
   The cursor starts to flash.

```
NEW  YORK       18
THU  JAN   1    '98
        0:03
```

3. Press [12◄►24] to select the 12-hour or 24-hour clock.

   The display switches between 12-hour and 24-hour, each time [12◄►24] is pressed. AM or PM is displayed for the 12-hour clock. For this example, set the 12-hour clock.

4. Enter the hour and minutes.
   1005 [PM] (For the 24-hour clock, press **2205**.)
   (Enter two digits each for both hour and minutes.)

5. Enter the month, day, and year.
   ▲02081998
   Use ▶ to skip entering a number that does not need to change.
6. Press ENTER. The clock starts from 0 seconds.

- The built-in calendar extends from January 1, 1901, to December 31, 2099.
- If an attempt is made to store an invalid time or date, you cannot move the cursor to date entering, or cannot store time and date by pressing ENTER. Enter the correct value and press ENTER again.
- When the time is set on the 12-hour basis, noon and midnight changes are displayed as below.

  11:59AM → 12:00PM(noon) → 12:59PM → 1:00PM →
  11:59PM → 12:00AM(midnight) → 12:59AM →
  1:00AM → 11:59AM ...

2. Using the World Clock

The time anywhere in the world can be checked by selecting its zone number.
The default city for the World time is London.

(1) Displaying the World clock

Press WORLD .

```
LONDON        [W]
MON  FEB   9  '98
( +  5 : 00 )  3 : 0 6 Å
```

"(+ 5:00)" indicates the time difference from the Home city.

(2) Changing the city for the World clock

Once a city is set for the World clock, the time in that city will be displayed whenever World clock is selected.

1. Press WORLD to display the World clock.
2. Press 2nd EDIT to enter the edit mode.
3. Follow the procedure for "(1) Setting and changing the Home city" (from step 3) on page 6.

3. Changing the Time

If you want to change the current date and time, follow the procedure under "(2) Setting the Clock" mentioned above (page 6). Skip step 4 and press ▲ if you do not want to change the time. Skip step 5 if you do not want to change the date.

4. Registering a city name not found in the list

If you want to set the city for the World clock to Rome, for example (Rome is in zone number 12, but is not included in the city list):

1. Press WORLD to display the World clock.
2. Press 2nd EDIT to enter the edit mode.
   The cursor flashes on the city name line.
3. Press ▽ (or △) to set the zone number to 12.
   (Initially the city is Paris.)
4. Enter the city name (up to 8 characters).
   ROME SPACE

```
ROME ▓          1 2
MON  FEB   9  '98
              4 : 0 8 Å
```

5. Press ENTER to store the new name.

- To register a city name for the Home clock, first display the Home clock then 2nd EDIT followed by ▲ ▲ to move the cursor to the city name line.
- Only one changed city name can be stored in each of the Home and World clocks.
- Each changed name is stored until you change the zone number next time.

5. Setting daylight saving time/summer time

If DST (daylight saving time/summer time) is used, the local time is advanced one hour during the summer. Both the Home clock and World clock can be set for DST as follows:

(1) Home clock

1. Press HOME to display the Home clock.
2. Press 2nd EDIT to enter the edit mode.
3. Enter the correct daylight saving time/summer time.
4. Press 2nd ENTER to set the time as DST.
   A " ✹ " appears on the display and DST is now set.

- To clear DST, follow the procedure mentioned directly above, enter the correct time in step 3, and press 2nd ENTER. The " ✹ " disappears and DST is now cleared.

(2) World clock

1. Press WORLD to display the World clock.

2. Press 2nd EDIT, then 2nd ENTER.
   A " ✹ " appears on the display and DST is now set. Setting DST in the World clock automatically sets the time one hour ahead.

- To clear DST, follow the procedure mentioned directly above. The " ✹ " disappears and DST is now cleared.
- When DST is set for one World city, it is used for all cities displayed in the World clock.
- DST can be set independently in either the Home or the World clock. For example, if DST is set for the Home clock, it does not have to be set for the World clock.

6. Daily Alarm

When the time clock reaches the alarm time, it beeps for one minute. Press C•CE to turn the alarm off.

(1) Setting and changing the daily alarm time

1. Press HOME ALARM (or 2nd ALARM) to display the daily alarm screen.

```
< DAILY ALARM >
   ALARM OFF
     12:00A
```

2. Press 2nd EDIT.
3. Enter the time.
4. Press ENTER.
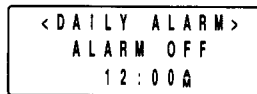
The daily alarm time is set. The daily alarm is also automatically switched on.

- The clock system for the daily alarm time is the same as that used for the Home and World clocks.

(2) Turning the daily alarm on and off

1. Press [HOME] [ALARM] (or [2nd] [ALARM]) to
   display the daily alarm screen.

2. Press [ON/OFF].
   You can turn the daily alarm on and off each time you
   press [ON/OFF].

Names and Zone Numbers of the Cities in the Clock

Zone number	City	Zone number	City
1	AUCKLAND	10	MOSCOW
2	NOUMEA	11	CAIRO
3	SYDNEY	12	PARIS
3.3	ADELAIDE	13	LONDON
4	TOKYO	16	RIO DE JANEIRO
5	HONG KONG	17	CARACAS
6	BANGKOK	18	NEW YORK
6.3	YANGON	19	CHICAGO
7	DHAKA	20	DENVER
7.3	NEW DELHI	21	LOS ANGELES
8	KARACHI	22	ANCHORAGE
8.3	KABUL	23	HONOLULU
9	DUBAI	24	MIDWAY
9.3	TEHRAN		

Telephone mode is divided into three files (TEL1, TEL2, TEL3). The files are cycled each time you press [TEL].

In Telephone mode, a listing consists of four entries: name, number, E-mail address, and address. The maximum number of characters that can be entered for each listing is 200 in all.

Name entry	Number entry
```* TEL 1 *``` ```NAME ?```	```NUMBER ?```

E-mail address entry	Address entry
```E-MAIL ?```	```ADDRESS ?```

1. Designating the file names

You can change an each file name up to 8 characters long as follows:

1. Press [2nd] [TEL].
"SET TEL FILE
NAME" is displayed
momentarily.

```
T1 : ▓ TEL 1
T2 :   TEL 2
T3 :   TEL 3
```

2. Enter the new name for TEL1, then press [ENTER].

3. Perform the same procedure as step 2 for TEL2 and TEL3.

4. Press [TEL] to check the new file names.

- You can skip changing an each file name by pressing [ENTER].

- To cancel entering the filenames, press [C•CE] twice.

2. Storing Telephone Listings

Example:

Enter the following data: "Edwards Bob" for name, "201-265-5600" and "F 265-1234" for number, "edwards@abcd. efg.co" for E-mail address, and "Supervisor Sales dept. ABCD co. 15 North st." for address.

1. Press [TEL] to display the Telephone entry prompt.

2. Enter the name.
E [CAPS] **DWARDS**
[SPACE] [CAPS] **B**
[CAPS] **OB**

```
Edwards Bob_
```

3. Press [ENTER].
The number entry prompt is displayed.

4. Enter the phone number.
201-265-5600 ⏎ [CAPS] **F**
[SPACE] [SPACE] [SPACE]
265-1234

```
201-265-5600↵
F    265-1234_
```

- Press [2nd] [U] to enter a hyphen " – ".
- To distinguish fax or cellular number, you can enter characters as described above.
- To make listings more easily read, insert additional spaces as described above.
- When a number has less than 14 digits, press ⏎ to move to the next line.

5. Press [ENTER], then enter the E-mail address.
[CAPS]**EDWARDS**[SMBL]
[∨][∨][∨] **4ABCD.EFG.CO**

```
edwards@abcd.e
fg.co_
```

6. Press [ENTER], then enter the address.

```
Sales dept.↵
* ABCD co.↵
15 North st._
```

[CAPS]**S** [CAPS]**UPERVISOR**[↵]
[CAPS]**S** [CAPS]**ALES** [SPACE]
DEPT. [↵]
[CAPS]**ABCD** [SPACE] [CAPS]**CO.**[↵]
15 [SPACE] [CAPS]**N** [CAPS]**ORTH** [SPACE] **ST.**

7. Press [ENTER].

"STORED !" will be displayed briefly, then the listing will be displayed. The telephone listing is now stored.

- To enter a telephone listing for the next person, continue to enter in the same manner.
- To skip entering the number, E-mail address, or address, press [ENTER] when "NUMBER ?", "E-MAIL ?", or "ADDRESS ?" is displayed. However, the name entry can not be skipped.
- If the memory is full , "MEMORY FULL" will be displayed and the telephone listing cannot be stored. If this happens, press [C•CE] to clear the error message.

3. Recalling Telephone Listings

Regardless of the entry order, listings in the Telephone mode are stored internally according to the first character of the person's name in the following order:

↵ Space ! " # $ % & ' ( ) * + , - . / 0 1 2 3 4 5 6 7 8 9 :
; < = > ? @ A a Ä ä Â â À à Å å Æ æ B b C c Ç ç
D d E e ë è é ê ê F f G g H h I i ï ì í î J j K k L l
M m N n Ñ ñ O o ö ô ò ó õ ö ö º P p Q q R r S s ß T t
U u Ü ü û ù ú å V v W w X x Y y ÿ Z z [\ ] ^ _ ' { | } ~ ¢
£ ¥ ₧ ƒ ¿ ¡ « » Ø ø ↑ ↓ ⅜ ⅝ ▲ ✓ + ★ ÿ " ' ` ´ ˜ ° _ ▫ ▪ ▤ ▥
▦ ▧ ▨ ▩ ▪ × § ‼ → ← ◇ ◆ α Γ π Σ σ µ τ ♦ θ Ω δ ∞ ø ∈ ∩ ≡ ± ≥
≤ ÷ ≈ ° ' • √ ∫ ² ■

There are 4 ways to recall telephone listings:

(1) Sequential search
(2) Direct search
(3) Keyword search
(4) Bookmark search

(1) Sequential search

Recall listings in order. Press [∨] or [∧].
Hold down either of these keys for rapid recall.

[∨]: Recalls listings in forward order.
[∧]: Recalls listings in reverse order.

- An "E-mail" is displayed when the recalled listing is the listing with an E-mail address.
- After recalling a listing, press [E-MAIL], so you can check the E-mail address.
  The first line of the E-mail address is displayed on the top line.
- When the first line of the E-mail address is displayed on the top line, press [E-MAIL], so you can check the person's name.
- When the symbol "↓" or "↑" is displayed, more information exists. Pressing [▼] or [▲] scrolls up or down one line.

- When there are no more listings to be recalled, "NOT FOUND !" is displayed momentarily and the display returns to the Telephone entry prompt.

(2) Direct search

Recall listings by the first character(s) of the name.

1. Press `C•CE`.
2. Enter the first character(s) of the desired name.
3. Press ▽ (or △).

- If the desired listing is not in memory, the subsequent listing in sequential order will be displayed. Each time ▽ (or △) is pressed, sequential search will be performed.
- When there are no more listings to be recalled, "NOT FOUND !" is displayed momentarily and the display returns to the Telephone entry prompt.

(3) Keyword search

Recall listings by a word contained in the desired listing.

Example:

Recall listings containing the word "ABCD co." in the TEL1 file.

1. Press `TEL` to display the TEL1 file.
2. Press `C•CE`.
3. Enter the word.
   ABCD `SPACE` **CO.**
4. Press `2nd` ▽.
- Each time `2nd` ▽ are pressed, subsequent listings containing the word "ABCD co." will be displayed.

```
Edwards  Bob
2 0 1 - 2 6 5 - 5 6 0 0
F       2 6 5 - 1 2 3 4
```

- If no appropriate listing is in memory after a keyword search, " NOT FOUND !" will be displayed and the display returns to the entry prompt.

★ Direct and keyword searches are not case sensitive.

(4) Bookmark search

Recall listings with Bookmarks only. You can store up to 10 Bookmark listings that can be quickly recalled.
To store:

1. Recall the listing using any way described above.
2. Press `2nd` `BOOKMARK`.
   "★" appears on the display and the listing is stored as a Bookmark listing. "★" displayed or cleared each time `2nd` `BOOKMARK` is pressed.

- Up to 10 Bookmark listings (3 files in all) can be stored. When "BOOKMARK FILE IS FULL !" is displayed momentarily, 10 Bookmark listings have been already stored in memory.

To search:

1. Press `BOOKMARK`.
   The Bookmark listing with "★" will be recalled.
2. Press ▽ (or △) to recall the desired Bookmark listing. After displaying the last (first) listing, the first (last) listing can be recalled.

- The Bookmark listings can be recalled in every mode. After checking the Bookmark listing, press `C•CE` to display the previous mode.
- When there is no Bookmark listing in memory, "NOT FOUND !" will be displayed momentarily.
- When several seconds are necessary to search the next Bookmark listing, "SEARCHING..." will be displayed.

12

- When the Secret is on, you cannot recall secret Bookmark listings. ("<SECRET DATA>" will be displayed.)
- Bookmark listings are stored in the following order: TEL1 → TEL2 → TEL3. In each file the Bookmark listings are stored in the order described on page 11.

4. Editing Telephone Listings

(1) Editing during an entry

1. Press ▶, ◀, ▼,or ▲ to move the cursor to the character to be edited.

2. Enter the correct character.

3. Press ENTER.

- To insert a character, press INS to be able to insert a character at the cursor position, then enter a character. To delete a character, press DEL to delete a character at the cursor position, or press BS to delete the character to the left of the cursor.
- To clear all characters on the current display, press C•CE.

(2) Editing stored listings

1. Recall the listing to be edited.

2. Press 2nd EDIT to enter the edit mode. The cursor flashes.

3. Edit the listing using the same procedure as in (1) above.

4. Press ENTER.

- Pressing 2nd ENTER creates a new listing without erasing the previously stored listing.
  This operation is useful when you enter a new listing whose contents are the same as or similar to the previously stored listing.

5. Deleting Telephone Listings

(1) Deleting one telephone listing

1. Recall the listing to be deleted.

2. Press DEL.
  "DELETE ? Y/N" will appear.

3. Press Y to delete the currently displayed telephone listing.

- To cancel the deletion operation, press N.

(2) Deleting all of the listings in the TEL1, TEL2, or TEL3 file

Any one of these files can be deleted separately. Refer to "1. Deleting all of the data in each mode" on page 29.

Monthly calendars covering the period from January, 1901 to December, 2099 can be displayed.

Operation of ▽ (or △) and ▼ (or ▲) during the monthly calendar display

The Organizer has a three-line display and three weeks of a month can be displayed. Press ▽ (or △) to display the following (or previous) month.

Press ▼ (or ▲) to move the cursor down (or up) or scrolls the calendar up (or down) one week.

Displaying and changing the monthly calendar

There are 2 ways to recall the desired monthly calendar:

(1) Sequential search

(2) Date search

(1) Sequential search

1. Press CALENDAR. "↑" indicates that a more week in February, 1998 exists above the current calendar.

```
'98  █   9  10  11  12  13  14
 2   15  16  17  18  19  20  21
↑    22  23  24  25  26  27  28
```

- If the above display does not appear, press 2nd CALENDAR to display the current monthly calendar.
- In the year display, a " ' " is attached to the years 1901 to 1999, while no mark is attached to the years 2000 to 2099.

2. Press ▽ to display the calendar for the next month.

```
'98  █   2   3   4   5   6   7
 3    8   9  10  11  12  13  14
     15  16  17  18  19  20  21
```

- Hold down either of these keys for rapid recall.

   ▽ : Recalls monthly calendars in forward order.
   △ : Recalls monthly calendars in reverse order.

- To return the calendar to the current date, press 2nd CALENDAR.

(2) Date search

Example:

Recall the calendar for December 25, 1999:

1. Press 2nd CALENDAR to display the calendar for the current date (February 8, 1998).

2. Press C•CE to display the date entry prompt. To make a correction, move the cursor with ·

```
MONTH  : █ 2
DAY    : 0 8
YEAR   : 1 9 9 8
```

   ▼ or ▲, or press C•CE to clear the displayed date.

3. Press $\boxed{\text{C•CE}}$ and enter the month, day, and year.

12251999

- To enter a single-digit month or day, enter zero and the digit.

4. Press $\boxed{\text{ENTER}}$.
The specified monthly calendar will be displayed.

'99 .12	12	13	14	15	16	17	18
	19	20	21	22	23	24	▓
	26	27	28	29	30	31	

Schedule mode is used for storing schedule information (year, month, day, hour, minute, and schedule detail) in memory. In this mode, a schedule listing consists of 3 entries: date, time, and detail. The maximum number of characters for each detail is 200. In the date entry, four digits can be entered for the year and two digits each for the month, day, hour, and minute.

Schedules can be stored for the following years: 1901 to 2099.

1. Storing Schedule Listings

There are 3 ways to entering the desired date:

(1) Entering the desired date in Calendar mode

(2) Entering the desired date with $\boxdown$ (or $\boxup$)

(3) Entering the desired date directly

After the date has been entered, actual entry of time and detail is the same for all 3 ways.

(1) Entering the desired date in Calendar mode

Example:

Enter the following data:

"Lunch with Tom" from 11:30 AM to 1:00 PM on February 24, 1998

1. Press [2nd] [CALENDAR] to display the calendar for the current date (February 8, 1998).

2. Press $\boxed{\blacktriangledown}$ $\boxed{\blacktriangledown}$ $\boxed{\blacktriangleright}$ $\boxed{\blacktriangleright}$ to move the cursor to February 24, 1998.

```
'98    8   9  10  11  12  13  14
 2    15  16  17  18  19  20  21
      22  23  [24] 25  26  27  28
```

3. Press [SCHEDULE] to change to the Schedule mode. Time entry prompt for February 24, 1998 is displayed.

```
TUE FEB 24 '98
TIME ?
```

• Multiple listings can be scheduled on the same date. If the other listings have been previously scheduled for a given date, simply enter a new listing over the old one. The Organizer's display will be cleared in recognition of the new entry.

4. Enter the starting and ending time.
1130 [AM] 01 [PM]
(For the 24-hour clock, press **1130 [▶] 13 [▼]**.)
"DESCRIPTION ?" is displayed.

• ":00" will be entered automatically.

• You can enter schedule details without the ending time. Press [ENTER] (or [▼]) after entering the starting time to display "DESCRIPTION ?" prompt.

• You can also enter schedule details without specified time, except details starting with a number. Skip entering time and start to enter letters for the details as described in step 5.

• The hour and minute should each consist of 2 digits.

16

- The time can be set using either the 12-hour or 24-hour format. When you move the cursor to the next entering, the time is displayed in the format selected in the Clock mode.
- If an attempt is made to store an invalid time, you cannot move the cursor to the next entering. Enter the correct time and follow the next procedure.

5. Enter the schedule detail.
   L [CAPS] UNCH [SPACE] WITH [SPACE] [CAPS] T [CAPS] OM

- To move the cursor to the new line when the cursor is on the middle of the line, press [⏎].
- When "↑" (or "↓") is displayed, there are additional lines that do not fit on the display. Press [▲] (or [▼]) to display them.

6. Press [ENTER] to store the listing.

- If the memory is full, "MEMORY FULL" will be displayed and schedule listing cannot be stored. If this happens, press [C•CE] to clear the error message.

7. Now, press [CALENDAR] to check if the listing is stored in memory.

'98	8	9	10	11	12	13	14
♦ 2	15	16	17	18	19	20	21
	22	23	▓25	25	26	27	28

- Notice the tag (■) next to "February 24". It indicates a schedule item for that date:

   A tag at the upper right of the date indicates items starting in the morning or items without specified time.

   A tag at the lower right of the date indicates items starting in the afternoon.

   A tag in the center right of the date indicates the anniversaries. (Refer to page 21.)

(2) Entering the desired date with ▽ (or △)

This way is convenient for entering a nearby date. Press ▽ (or △) and change the display day by day until the desired date appears.

Example:
Enter a schedule listing on February 11, 1998.

1. Press [2nd] [SCHEDULE] to display time entry prompt for the current date (February 8, 1998).

2. Press ▽ repeatedly until time entry prompt for February 11, 1998 appears. Enter the time and detail following the procedure for "(1) Entering the desired date in Calendar mode" (from step 4) on page 16.

(3) Entering the desired date directly

When the date is not close to the currently displayed date, this way is more convenient than the above 2 ways.

Example:
Enter a schedule listing on November 8, 1998.

1. Press [SCHEDULE] [C•CE] [C•CE] to enter the date directly.

MONTH	: _
DAY	:
YEAR	:

2. Enter the date.
   11081998

3. Press [ENTER]. Time entry prompt for Novemver 8, 1998 is displayed. Enter the time and detail following the procedure for "(1) Entering the desired date in Calendar mode" (from step 4) on page 16.

- If an attempt is made to store an invalid date, you cannot move to the time entry prompt. Enter the correct date and follow the next procedure.

2. Recalling Schedule Listings

The entered listings will automatically be stored in chronological order based on the data on the starting time. There are 5 ways to recall schedule listings:

(1) Sequential search
(2) Direct search
(3) Keyword search
(4) Date search (in Schecule mode)
(5) Date search (in Calendar mode)

(1) Sequential search

Recall listings in order. Press ☑ (or ☒) to recall listings in forward (or reverse) order.
Hold down ☑ (or ☒) for rapid recall.

- When nothing has been entered for that day, only the time entry prompt is displayed.

- Press [2nd] [SCHEDULE] to recall today's schedule listings. Then press ☑ repeatedly to check if the other listings are scheduled for today.

- Press [2nd] ☑ (or [2nd] ☒) repeatedly to recall listings skipping empty dates. After the last (or first) listing in chronological order has been found, "NOT FOUND !" is displayed momentarily.

- Press [C•CE] [C•CE], then press [2nd] ☑ (or [2nd] ☒) to display the first (or last) listing in chronological order.

(2) Direct search

Recall listings by the first character(s) of the detail. Enter the first character(s) of the desired schedule detail and then press ☑ (or ☒). The search begins from the currently displayed date in forward (or reverse) order.

- Each time ☑ (or ☒) is pressed, sequential search will be performed.

(3) Keyword search

Recall listings by a word contained in the detail. Enter a keyword that is contained in the desired schedule detail and then press [2nd] ☑ (or [2nd] ☒). The search begins from the currently displayed date in forward (or reverse) order.

- Each time [2nd] ☑ (or [2nd] ☒) are pressed, subsequent listings with the same keyword will be displayed repeatedly.

★ If no appropriate listing is found in memory after a direct search or a keyword search, "NOT FOUND !" is displayed momentarily. Direct and keyword searches are not case sensitive.

(4) Date search (in Schedule mode)

Recall listings by the date. Press [C•CE] [C•CE], then enter the date and then press [ENTER].

- This is the same procedure as step 1 to 4 in "(2) Date search" in Calendar mode on page 14.

Exapmle:

Recall the schedule listing on February 24, 1998.

1. Press C•CE C•CE to display the date entry prompt.
2. Enter the date.

   02 241998

3. Press ENTER to display the listing on February 24, 1998.

```
TUE FEB 24 '98
11:30 ♙-  1:00 ♙
Lunch with Tom
```

(5) Date search (in Calendar mode)

1. Press CALENDAR, and then press ∨ (or ∧) and ▲ (or ▼) to move the cursor for the desired date.
- Tags at the right side of dates indicates listings as described on page 17.
2. Press SCHEDULE to display the schedule listing for the desired date.

3. Editing Schedule Listings

Editing is performed following the same procedure used for Telephone mode (page 13).

Recall the listing to be edited and then press 2nd EDIT.

After editing, press ENTER to store the edited listing.

- Pressing 2nd ENTER creates a new listing without erasing the previously stored listing.

4. Schedule Alarm

Schedule alarm sounds for 20 seconds when the time set for a schedule listing is reached. The alarm sounds when a " ♙ " is on the display.

Press 2nd ♫ to turn the " ♙ " on and off.

- When the " ♙ " is turned on, alarms will sound for all schedule listings with that starting time. You cannot classify or declassify each listing.
- Press C•CE to turn the alarm off.

5. Deleting Schedule Listings

(1) Deleting one schedule listing

1. Recall the listing to be deleted.
2. Press DEL.
   "DELETE ? Y/N" will appear.
3. Press Y to delete the currently displayed schedule listing.
- To cancel the deletion operation, press N.

(2) Deleting all of the listings for an entire month

1. Press CALENDAR and recall the monthly calendar for the desired month.
2. Press DEL.
   "DELETE ? Y/N" will appear.
3. Press Y to delete all of the schedule listings for the currently displayed month.
- Although all of the schedule listings for the month are deleted, anniversaries are still retained.
- To cancel the deletion operation, press N.

(3) Deleting all of the listings in Schedule mode

Refer to "1. Deleting all of the data in each mode" on page 29.

You can store anniversaries, such as birthdays, so that you can recall these important dates easily.
Once a date is stored as an anniversary, the date will be an anniversary for every year from 1901 to 2099.
The maximum number of characters for each label is 200.

Anniversaries are marked with a tag (■) in the center right of the date in the monthly calendar.

1. Entering Anniversaries

Example:

Enter the following data:
"Nancy's Birth" on February 12th.

1. Press [ANN].

```
  M / D = _  /
- A N N -
M = M O N T H   D = D A Y
```

2. Enter the date and press [ENTER] (or ▼) to enter the label.
   0212 [ENTER]

• If an attempt is made to store the invalid date, you cannot move to the label entry prompt. Enter the correct date and follow the next procedure.

3. Enter the label of the anniversary.

   N [CAPS] ANCY [SMBL] ☑ 7

   S [SPACE] [CAPS] B [CAPS] IRTH

• You can enter an apostrophe " ' ", also by pressing ☐ while holding down ☐.

```
      F E B   1 2
- A N N -
N a n c y ' s   B i r t h _
```

4. Press [ENTER] to store in memory.

• If the memory is full, "MEMORY FULL" will be displayed and the anniversary cannot be stored. If this happens, press [C•CE] to clear the error message.

2. Recalling Anniversaries

There are 2 ways to recall anniversaries.

(1) Sequential search

Press ☑ (or ☐). Hold down either of these keys for rapid recall.

☑ : Recalls listings in forward order.

☐ : Recalls listings in reverse order.

• Each time ☑ (or ☐) is pressed, subsequent anniversaries in chronological order will be displayed.
• When there are no more anniversaries to be recalled, "NOT FOUND !" is displayed momentarily and the display returns to the entry prompt.

(2) Date search

Press [C•CE], then enter the date and then press ☑ (or ☐).

• An anniversary on or after the entered date is displayed. When there are no more anniversaries to be recalled, "NOT FOUND !" is displayed momentarily and the display returns to the entry prompt.

3. Editing Anniversaries

Editing is performed following the same procedures used for the Telephone mode (page 13).

4. Deleting Anniversaries

(1) Deleting one anniversary

1. Recall the anniversary to be deleted.
2. Press DEL.
   "DELETE ? Y/N" will appear.
3. Press Y to delete the currently displayed anniversary.

- To cancel the deletion operation, press N.

(2) Deleting all of the anniversaries

Refer to "1. Deleting all of the data in each mode" on page 29.

- Although all of the schedule listings for an entire month can be deleted at a time, anniversaries for a specified month cannot be deleted.

You can conveniently stores notes or other bits of information not appropriate for Schedule or other modes. The maximum numbers of characters for each memo is 200.

1. Storing Memo listings

Example:
Enter the following data:
"UNION BANK South branch 272-0011223"

1. Press MEMO to display the Memo entry prompt.

```
    • MEMO •
  TITLE ?
```

2. Enter the data.
   UNION SPACE BANK ↵ S CAPS OUTH
   SPACE BRANCH
   ↵ 272-0011223

```
  UNION BANK↵
  South branch↵
  272-0011223_
```

- Press 2nd U to enter a hyphen "–".
- Press ↵ to move the cursor to the next line.

3. Press ENTER.

- If the memory is full, "MEMORY FULL" will be displayed and the memo listing cannot be stored. If this happens, press C•CE to clear the error message.

2. Recalling Memo Listings

(1) Sequential search

Press ▽ (or △) to recall listings in the order (or reverse order) of entry.
Hold down ▽ (or △) for rapid recall.

- When there are no more Memo listings to be recalled, "NOT FOUND !" will be displayed momentarily and the display returns to the Memo entry prompt.

(2) Direct search

Press C•CE, then enter the first character(s) of the desired memo listing and then press ▽ (or △).

- Each time ▽ (or △) is pressed, sequential search will be performed.

(3) Keyword search

Press C•CE, then enter a keyword that is contained in the desired memo listing and then press 2nd ▽ (or 2nd △).

★ If no appropriate listing is found in the memory after a direct search or a keyword search, "NOT FOUND !" is displayed momentarily and the display returns to the Memo entry prompt. Direct and keyword searches are not case sensitive.

3. Editing Memo Listings

Refer to page 13 for editing. (The same procedure is used for editing Telephone listings.)

4. Deleting Memo Listings

(1) Deleting one memo listing

1. Recall the listing to be deleted.

2. Press DEL.
   "DELETE ? Y/N" will appear.

3. Press Y to delete the currently displayed memo listing.

- To cancel the deletion operation, press N.

(2) Deleting all of the memo listings in the Memo mode

Refer to "1. Deleting all of the data in each mode" on page 29.

The Secret function allows you to protect confidential listing with a password, so that no unauthorized person can recall them.

1. Registering a Password

Up to 7 characters can be registered for the password. Spaces are valid only if they are followed by other characters.

> If you forget the password, it will be necessary to clear the password and all secret listings from the memory (see page 29). As a safeguard, make a written record of the password.

Example:

Register a password "1234567".

1. Press [TEL] to select Telephone mode.

- You can also press [CALENDAR], [SCHEDULE], [ANN], or [MEMO] to register a password. (Only one password is valid for all modes described above.)

2. Press [2nd] [SECRET].

- If "ALLOW ACCESS TO SECRET DATA" is displayed instead, a password is already registered.

```
SET PASSWORD
[ _        ]
```

To delete and change the password, refer to page 27.

If you forget the password, to delete the password and all secret listings, refer to page 29.

3. Enter the password.
   1234567 [ENTER]
   "PASSWORD [1234567] IS NOW SET" is displayed.

4. Press [C•CE] to display the entry prompt.
   A " [S] " indicates the Secret function is in effect.

- Only one password can be registered, but many secret listings can be entered.

2. Turning the Secret Function On and Off

When the Secret function is on, a " [S] " is displayed (secret listings cannot be recalled). When the Secret function is off, the " [S] " is cleared even after the password is registered (secret listings can be recalled).

(1) Turning the Secret function on

1. Press [2nd] [SECRET] in Telephone, Calendar, Schedule, Anniversary, or Memo mode.

```
1 : HIDE SECRET
2 : DELETE THE
    PASSWORD
```

2. Press [1] to select "1: HIDE SECRET".

"SECRET DATA IS HIDDEN !" is displayed momentarily. The secret function is now on and secret listings cannot be recalled. The display changes into the entry prompt with the symbol " [S] ".

- Even if the above procedure is not performed, the Secret function will automatically be turned on, after manual or auto power off.

(2) Turning the Secret function off

1. Press [2nd] [SECRET] in Telephone, Calendar, Schedule, Anniversary, or Memo mode.

```
ALLOW ACCESS
TO SECRET DATA
[S][ _        ]
```

2. Enter the password and press ENTER.
Enter "1234567" in this case.

"SECRET DATA ACCESSIBLE !" is displayed momentarily. The Secret function is now off and secret listings can be recalled. The display changes into the entry prompt without the symbol " S ".

- If the incorrect password is entered, "INCORRECT PASSWORD !" will be displayed momentarily and the display changes into the entry prompt.
- Even after the Secret function is turned off, the Secret function will automatically be turned on after manual or auto power off.

3. Designating Listings as Secret

A " ✱ " next to a listing indicates it is secret. Secret listings cannot be recalled unless the Secret function is off and a " S " is cleared.

(1) Storing listings as secret

Press 2nd MARK✱ to display the " ✱ " during the entry procedure and store the listing.

(2) Designating stored listings as secret

Example:

Designate the listing for "Edwards Bob" as secret.

1. Recall the listing.

```
Edwards  Bob
201-265-5600
.  F      265-1234
```

2. Press 2nd EDIT.
The cursor flashes.

3. Press 2nd MARK✱.
The " ✱ " is displayed.

```
Edwards  Bob◄
201-265-5600↵
.. F      265-1234◄
```

4. Press ENTER.
The listing for "Edwards Bob" is now designated as secret.

4. Changing Secret Listings to Non-Secret

1. Turn the Secret function off. (Refer to page 25.)
A " S " is cleared.

2. Recall the desired secret listing.

3. Press 2nd EDIT.
The cursor flashes.

4. Press 2nd MARK✱.
A " ✱ " is cleared.

5. Press ENTER.
The secret listing is now changed to non-secret.

5. Recalling (and Editing) Secret Listings

To recall (and edit) secret listings, the Secret function must first be off.

1. Turn the Secret function off. (Refer to page 25.)
A " S " is cleared.

2. Recall (and edit) the listings using the same procedure as for non-secret listings.

- During recall, a " ✱ " next to a listing indicates it is secret.

- To recall the secret listings only:

1. Turn the Secret function off. (Refer to page 25.)
The " S " is cleared.

26

2. Enter the desired mode.
   The entry prompt is displayed.

3. Press [2nd] [MARK✱].
   The " ✱ " is displayed.

4. Press [2nd] [∨] (or [2nd] [∧]).

The secret listings only are sequentially recalled.

- If no secret listing is found, "NOT FOUND !" is displayed momentarily and the display returns to the entry prompt.

6. Deleting and changing the password

1. Turn the Secret function off. (Refer to page 25.)
   A " [S] " is cleared.

2. Press [C•CE] [2nd] [SECRET].

```
1 : H I D E   S E C R E T
2 : D E L E T E   T H E
    P A S S W O R D
```

3. Press [2] to select "2 : DELETE THE PASSWORD".

4. Enter the old password to be deleted and press [ENTER] to delete it.
   "PASSWORD IS DELETED !" is displayed momentarily and the display changes into the entry prompt.

5. To register a new password, follow the procedure descirbed in "1. Registering a Password" on page 25.

Checking Memory Storage

1. Press [TEL].
   - You can also press [CALENDAR], [SCHEDULE], [ANN], or [MEMO] to check memory storage.
2. Press [C•CE] [2nd] [M•CK].
   The amount of memory in use is displayed graphically.
3. Press [▽].
   The numbers of listings stored in TEL1, TEL2, and TEL3 files, and the numbers of stored memo listings are displayed.

```
T 1 : 3 0    T 2 : 2 2
T 3 : 9      M E : 6
E ███_____F
```

   - Even after you have designated an each file name for TEL1, TEL2, or TEL3, "T1", "T2", or "T3" does not change according to the names you stored.
4. Press [▽].
   The numbers of stored schedule and anniversary listings are displayed.
5. Press [C•CE] to return to the entry prompt.

EL-6560 (EL-6590) can store up to 15036 (31420) bytes in memory (excluding memories for calculator and currency/unit conversion mode). Each listing requires a memory capacity as follows:

- One listing consists of   (A) memory for characters.
- and   (B) memory for divisions among each items of a listing.

To calculate the memory capacity required for one listing, add up (A) and (B).

Mode	(A)Memory for character	(B) Memory for division
Telephone	• 1 byte/character	• 11 bytes
Schedule		• 29 bytes
Anniversary		• 15 bytes
Memo		• 8 bytes

- When [ENTER] is pressed after data entry and there is insufficient remaining memory, "MEMORY FULL" is displayed and entry is no longer possible. Press [C•CE] and either delete the previously stored listings or change the listing to be stored so that it will not exceed the remaining memory capacity, then repeat the storing procedure.
- Since the same memory is used for Telephone, Schedule, Anniversary, and Memo modes, the number of listings that can be stored in each of these modes will vary depending on the situation of the other modes.

1. Deleting all of the data in each mode

If all of the entire data for Telephone, Schedule, Anniversary, or Memo mode is unnecessary, you can delete all of the data in each mode individually.

Example:

Delete all listings in the TEL1 file:

1. Press [TEL] [C•CE] to display the entry prompt.

2. Press [2nd] [DEL].
   "TEL 1 DELETE ? Y/N" is displayed.

- Even after you have designated an each file name for TEL1, TEL2, or TEL3, "TEL1", "TEL2", or "TEL3" on the deletion display does not change.

- When "SECRET ON MODE" is displayed, the Secret function is on and the file cannot be deleted. In this case, turn the Secret function off and repeat the above procedure.

3. Press [Y].

- To cancel the deletion operation, press [N].
  All listings in the TEL1 file (including secret listings) will be deleted.

- To delete all listings in Schedule mode, press [2nd] [DEL] when the time entry prompt ("TIME ?") is displayed.

2. Deleting the Password and Secret Listings

The password and all secret listings can be deleted at the same time.

1. Press [TEL].

- You can also press
  [CALENDAR], [SCHEDULE], [ANN], or [MEMO] to delete the password and all secret listings.

2. Press [C•CE] [2nd] [SECRET].

3. Press [2nd] [DEL].
   "ALL SECRET DATA DELETE ? Y/N" is displayed.

4. Press [Y].

- To cancel the deletion operation, press [N].
  "ALL SECRET DATA DELETED !" is displayed momentarily and the password and all secret listings are deleted.

3. Clearing all Memory Contents

1. Press [TEL] [C•CE] [2nd] [M•CK] [∨] to display the numbers of listings stored in TEL1, TEL2, and TEL3 files, and the number of stored memo listings.

- You can also press
  [CALENDAR], [SCHEDULE], [ANN], or [MEMO] instead of [TEL], and display the numbers of listings stored in any mode.

2. Press [2nd] [DEL].
   "CLEAR ALL DATA OK (Y/N) ?" is displayed.

3. Press [Y].

- To cancel the deletion operation, press [N].

Data in clock mode, such as the time and daily alarm time, will also be cleared.

The Organizer can calculate numbers up to 12 digits long.

Calculation

Press $\boxed{\text{CALC/CONV}}$ ($\boxed{\text{CALC/CONV}}$) to select Calculator mode. Each time you press $\boxed{\text{CALC/CONV}}$, the display switches between Calculator and Conversion modes. Before performing a calculation, press $\boxed{\text{C•CE}}$ $\boxed{\text{C•CE}}$ and $\boxed{\text{CM}}$ to clear the display and memory.

When $\boxed{+}$, $\boxed{-}$, $\boxed{\times}$, $\boxed{\div}$, $\boxed{\text{M+}}$, or $\boxed{\text{M-}}$ is pressed, the respective symbol, "+", "-", "×", "÷", "M+", or "M-" is displayed. When $\boxed{=}$ or $\boxed{\%}$ is pressed, the symbol "=" is displayed. (In the examples, these symbols are not described.)

Errors

When the integer part of a calculation result or any integer in the memory exceeds 12 digits, or other invalid operations are attempted, an error will occur. ("E" will appear on the top line.) Press $\boxed{\text{C•CE}}$ to clear the error.

Example	Operation	Display
$(-24 + 2) \div 4 = -5.5$	24 $\boxed{+/-}$ $\boxed{+}$ 2 $\boxed{\div}$ 4 $\boxed{=}$	-5.5
$34 + 57 = 91$	34 $\boxed{+}$ 57 $\boxed{=}$	91.
$45 + 57 = 102$	45 $\boxed{=}$	102.
$68 \times 25 = 1700$	68 $\boxed{\times}$ 25 $\boxed{=}$	1700.
$68 \times 40 = 2720$	40 $\boxed{=}$	2720.
$200 \times 10\% = 20$	200 $\boxed{\times}$ 10 $\boxed{\%}$	20.
$9 \div 36 = 25(\%)$	9 $\boxed{\div}$ 36 $\boxed{\%}$	25.
$200 + (200 \times 10\%) = 220$	200 $\boxed{+}$ 10 $\boxed{\%}$	220.
$500 - (500 \times 20\%) = 400$	500 $\boxed{-}$ 20 $\boxed{\%}$	400.
$4^6 = (4^3)^2 = 4096$	4 $\boxed{\times}$ $\boxed{=}$ $\boxed{=}$ $\boxed{\times}$ $\boxed{=}$	4096.
$1/8 = 0.125$	8 $\boxed{\div}$ $\boxed{=}$	0.125
$25 \times 5 = 125$	$\boxed{\text{CM}}$ 25 $\boxed{\times}$ 5 $\boxed{\text{M+}}$	125.м
$-)84 \div 3 = 28$	84 $\boxed{\div}$ 3 $\boxed{\text{M-}}$	28.м
$+)68 + 17 = 85$	68 $\boxed{+}$ 17 $\boxed{\text{M+}}$	85.м
182	$\boxed{\text{RM}}$	182.м
$\sqrt{25} - 9 = 4$	25 $\boxed{-}$ 9 $\boxed{=}$ $\boxed{\sqrt{}}$	4.
		-E-
123456789098×145	123456789098 $\boxed{\times}$ 145 $\boxed{=}$ 17.9012344192	
$= 17901234419210$	$\boxed{\text{C•CE}}$ 17.9012344192	
	$(17.9012344192 \times 10^{12} = 17901234419200)$	

Currency/Unit Conversion Mode

Currency conversion, such as from $ £ and from ¥ to $, can be performed. Unit conversions, such as from centimeters to inches, are also possible. The following currencies and units in the Organizer are factory installed.

No.	Currency/Unit A	Currency/Unit B	Conversion Rate
1	$	¥	0
2	$	£	0
3	$	DM	0
4	inch	cm	2.54
5	oz	g	28.35
6	°F	°C	5 / 9(F-32)

- The rates in the above table shows the value of B when A equals 1. Conversion from B to A (for example, from ¥ to $) is also possible.
- Currencies No. 1 to No. 3 can be changed. Set the correct rate before using the conversion function.
- Units and rates for items No. 4 to No. 6 cannot be changed.

1. Setting a Rate

Example:
Set the following rate: $1 = ¥120

1. Press [CALC/CONV] ([CALC/CONV]) to select Currency/Unit conversion mode.

```
[ 1 ]    $    →    ¥
                       0.
                       0.
```

- Each time you press [CALC/CONV], the display switches between Calculator and Conversion modes.

2. Press ▽ (or △) to select the currency or unit that the rate is to be set for.

   (Since this example uses No.1, this selection is not needed.)

3. Enter the rate.
   120 [2nd] [RATE SET]

```
[ 1 ]    $    →    ¥
                     1 2 0.
                       0.
```

- "SETTING RATE" will appear briefly and the rate is now registered. The rate is retained until a new rate is entered.
- The rate can be entered up to 12 digits long.

2. Converting Currency/Unit

To convert unit A to unit B, press ▶.

To convert unit B to unit A, press ◀.

Example 1:
Convert $119.8 to yen.

1. Press ▽ (or △) to select the unit. (In this example, select No. 1.)

2. Enter the value to be converted.
   119.8

3. Press ▶ to convert it.

```
[ 1 ]    $    ▶    ¥
                     1 2 0.
                   1 4 3 7 6.
```

The symbol, "→", changes to "▶" and the conversion result is displayed.

Example 2:

Convert 25°C to °F.

1. Press ▽ (or △) to select the unit. (In this example, select No. 6. For No. 6, the rate is not displayed.)

2. Enter the value to be converted.
   25

3. Press ◀ to convert it.

   ```
   [ 6 ]   ° F   ◀   ° C

                        7 7 .
   ```

- The conversion result may have a slight calculation error as a result of rounding off the number. Use the conversion result for reference.

3. Changing the Unit Name

Only items No. 1 to No. 3 can be changed.

1. Select the currency or unit to be changed and press 2nd EDIT.
   The cursor will flash.

2. Enter the new name to replace the previous one. Up to 5 characters can be entered in A and B. After a new unit name is entered in A, press ▶ to move the cursor to B and enter a new unit name in B. To set the rate subsequently, press ▼ and enter a new rate.

3. Press ENTER after the new names and rate have been entered.

Batteries used

Type	Model	Quantity	Use
Lithium battery	CR2032	2	Unit operation
Lithium battery	CR2025	1	Memory backup

- Do not remove both the operating and memory backup batteries at the same time. Doing so will clear the memory of its contents.
- Be sure to write down any important information stored in memory before replacing the batteries.

1. Precautions

Since improper use of the batteries may cause leakage or explosion, strictly observe the following instructions.

- Insert the battery with its positive side (+) correctly positioned.
- Never throw batteries into a fire because they might explode.
- Keep batteries out of reach of children.
- When batteries become weak, remove them from the Organizer immediately to avoid battery leakage and corrosion inside the Organizer.

Because the batteries in the Organizer were installed at the factory, they may become depleted before the specified expiration time is reached.

2. Operating Batteries Replacement

(1) Battery replacement time

When " [BATT] " is displayed, immediately replace the batteries with new ones. If the battery level is very low, the alarms or the key touch tone may not sound, or similarly the Backlight may remain on for less than the set interval or it may not function. Continued use of the Organizer with consumed batteries can alter or clear the memory contents.

Memory contents may be lost if the batteries are improperly replaced or if the following instructions are disregarded.

- Make sure the power is turned off before replacing the batteries.
- Do not press [ON] until the battery replacement procedure is completed.

(2) Replacing the batteries

1. Press [OFF] to turn the power off.

2. Loosen the screw (counter clockwise) and remove the battery holder cover on the back of the unit. (Fig. 1)

   (Fig. 1)

3. Remove the used batteries using a ball-point pen or similar object. (Fig. 2)
   Do no use a mechanical pencil or sharp pointed object.

   (Fig. 2)

4. Install two new batteries with the positive sides (+) facing up.

5. Replace the holder cover and secure it with the screw.
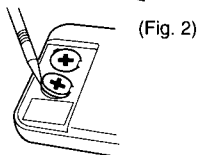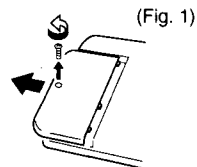
6. Press [ON] to turn the power on. If nothing appears on the display, press the RESET switch and press and hold [ON] for two or three seconds.

7. Set the clock to the correct time.

3. Memory Backup Battery Replacement

(1) Battery replacement frequency

• Replace the battery every 5 years.

When you replace the battery, write down the date on the label of the Organizer, so that you know when to replace the battery the next time.
For example, if you replace the battery in January, 2003, write:
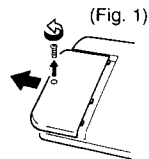
MEMORY BACKUP BATTERY
INSTALLATION DATE

MONTH
• YEAR   1 • 2003

### (2) Precautions when replacing the memory backup battery

• Make sure the operating batteries are not depleted. If the operating batteries are depleted, first replace these before replacing the memory backup battery.

• If the memory backup battery is replaced when the operating batteries are depleted, memory contents will be lost.
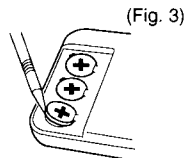
(3) Replacing the battery

1. Press [OFF] to turn the power off.

2. Loosen the screw (counter clockwise) and remove the battery holder cover on the back of the unit. (Fig. 1)

(Fig. 1)

3. Remove the memory backup battery seal. (Fig. 2)

(Fig. 2)
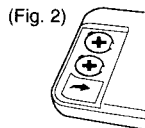
4. Remove the used battery using a ball-point pen or similar object. (Fig. 3)
Do not use a mechanical pencil or sharp pointed object.

(Fig. 3)

5. Install a new battery with the positive side (+) facing up.

6. Replace the seal and the holder cover and secure the cover with the screw.

7. Press [ON] to turn the power on. If nothing appears on the display, press the RESET switch and press [ON] again. If nothing appears on the display again, replace the operating batteries.

Model: EL-6560
EL-6590

Product name: Electronic Organizer

Display: 14 columns × 3 lines

Memory capacity: EL-6560 15036 bytes
EL-6590 31420 bytes

Clock mode:

Accuracy:	±30 seconds/month (at 25˚C/77˚F)
Display:	Year, month, day, day of the week, hour, minute, AM/PM, city name, time zone

Clock system: 12-hour/24-hour format (switchable)
World clock function, daylight saving time/summer time
display function, daily alarm function

Telephone mode:
Entry and recall of names, numbers, E-mail addresses, and addresses

Calendar mode:
From Jan., 1901 to Dec., 2099 Schedule mark function distinguishing between morning, afternoon, and anniversary.

Schedule mode:
Entry and recall of schedule (year, month, day, hour and minute), schedule alarm

Anniversary mode:
Entry and recall of month, day, and labels of anniversaries

Memo mode:
Entry and recall of memo listings

Calculator mode:
12 digits (with calculation status symbol)
Addition, subtraction, multiplication, division, percentage, square root, memory calculation, etc.

Currency/Unit conversion mode:
Up to 6 kinds of currencies and units.

Power consumption: 0.1 W

Operating temperature: 0˚C - 40˚C (32˚F - 104˚F)

Power supply: Operating battery: 6V $\dotplus$ (DC)
(Lithium battery CR2032×2)

Memory backup battery: 3V $\dotplus$ (DC)
(Lithium battery CR2025×1)

Battery life:
Operating batteries
- Approx. 1200 hours
When data is continuously displayed without Backlight (at 20˚C/68˚F).

- Approx. 300 hours
When data is continuously displayed with Backlight, for 2 minutes per hourly use (at 20˚C/68˚F).

- Approx. 270 hours
When data is searched for 5 minutes, and displayed for 55 minutes per hourly use and Backlight is on for 2 minutes per hourly use (at 20˚C/68˚F).

- Approx. 1.5 years
  When turned off, and the clock is running (at 20˚C/68˚F).

Memory backup battery
- Approx. 5 years (if operating batteries are replaced promptly when exhausted)

- Approx. 1 year (if operating batteries are exhausted or not installed)

Weight: Approx. 100 g (0.220 lb.)
                     (Including batteries)

Dimensions:
  When open: 134 mm(W) × 169 mm(D) × 8.8 mm(H)
              5-9/32"(W) × 6-21/32"(D) ×11/32"(H)

  When closed:134 mm(W) × 86.5 mm(D) × 13.1 mm(H)
              5-9/32"(W) ×3-13/32"(D) ×17/32"(H)

Accessories: 3 lithium batteries (installed), operation manual

MEMO

LIMITED WARRANTY

SHARP ELECTRONICS CORPORATION warrants to the first consumer purchaser that this Sharp brand product (the 'Product'), when shipped in its original container, will be free from defective workmanship and materials and agrees that it will, at its option, either repair the defect or replace the defective Product or part thereof at no charge to the purchaser for parts or labor for the time period(s) set forth below.

This warranty does not apply to any appearance items of the Product nor to the additional excluded item(s) set forth below nor to any product the exterior of which has been damaged or defaced, which has been subjected to misuse, abnormal service or handling or which has been altered or modified in design or construction.

In order to enforce the rights under this limited warranty, the purchaser should follow the steps set forth below and provide proof of purchase to the servicer.

The limited warranty described herein is in addition to whatever implied warranties may be granted to purchasers by law. ALL IMPLIED WARRANTIES INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE ARE LIMITED TO THE PERIOD(S) FROM THE DATE OF PURCHASE SET FORTH BELOW. Some states do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you.

Neither the sales personnel of the seller nor any other person is authorized to make any warranties other than those described herein or to extend the duration of any warranties beyond the time period described herein on behalf of Sharp.

The warranties described herein shall be the sole and exclusive warranties granted by Sharp and shall be the sole and exclusive remedy available to the purchaser. Correction of defects, in the manner and for the period of time described herein, shall constitute complete fulfilment of all liabilities and responsibilities of Sharp to the purchaser with respect to the Product and shall constitute full satisfaction of all claims, whether based on contract, negligence, strict liability or otherwise. In no event shall Sharp be liable, or in any way responsible, for any damages or defects in the Product which were caused by repairs or attempted repairs performed by anyone other than an authorized servicer. Nor shall Sharp be liable, or in any way responsible, for any incidental or consequential economic or property damage. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion may not apply to you.

THE WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

Your Product:	Electronic Organizer
Warranty Period for this Product:	One (1) year parts and labor from date of purchase.
Additional items excluded from warranty coverage:	Any consumable items such as paper, maintenance cartridge, ink cartridges supplied with the Product or to any equipment or any hardware, software, firmware, fluorescent lamp, power cords, covers, rubber parts, or peripherals other than the Product.
Where to obtain service:	At a Sharp Authorized Servicer located in the United States. To find out the location of the nearest Sharp Authorized Servicer, call Sharp toll free at 800-BE-SHARP.
What to do to obtain service:	Ship (prepaid) or carry in your Product to a Sharp Authorized Servicer. Be sure to have proof of purchase available. If you ship or mail the Product, be sure it is packaged carefully.

TO OBTAIN SUPPLY, ACCESSORY OR PRODUCT INFORMATION, CALL 1-800-BE-SHARP.

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