



Using InfoRetriever on your Pocket PC Device

It's a four step process:

Step 1: **CONFIRM SYSTEM REQUIREMENTS and DEVICE OPERATION**

Step 2: **DOWNLOAD THE INFORETRIEVER INSTALLATION FILES**

Step 3: **INSTALL INFORETRIEVER TO YOUR POCKET PC DEVICE**

Step 4: **REGISTER INFORETRIEVER**

STEP 1: CONFIRM SYSTEM REQUIREMENTS and DEVICE OPERATION

Before you attempt to install InfoRetriever to your Pocket PC device, make sure you have proper hardware and memory capabilities. In order to install and use InfoRetriever, you must have the following:

Operating System: Pocket PC 2002 / 2003

Processor: StrongArm 206 MHz or XScale 200 MHz or higher

Storage: 64 MB or more of internal memory or 64 MB or more of expansion memory (SD / CF / Memory Stick). You must have 45 MB or more of free storage space on your internal or expansion memory to perform the installation. We highly recommend that you install InfoRetriever to your expansion memory.

Make sure ActiveSync is Up to Date. The first thing you should do is ensure that your ActiveSync is updated to the most recent version. For more information, go to http://infopoems.com/support/faq_pocketpc.html#activesync

Connect your handheld. Make sure your Pocket PC device is in its cradle and that a connection to your desktop computer has been established with ActiveSync. In the ActiveSync box, it should say "connected". If you will be installing InfoRetriever to an expansion memory card, make sure the card is fully inserted into your device.

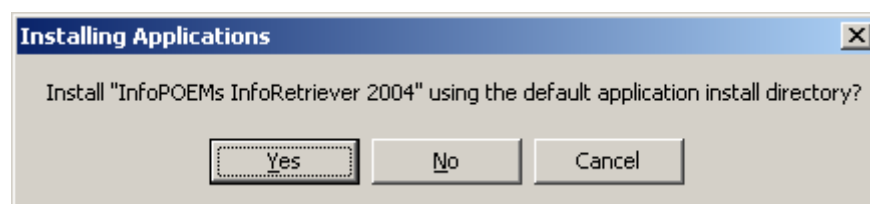
STEP 2: DOWNLOAD THE INSTALLATION FILES

Go to http://www.infopoems.com/infopoems/download_pocketpc.cfm and select the full install. If you select "Save" at the prompt the installation file will be saved to your computer for future installation. If you select "Run" or "Open" the installation will begin immediately.

Or go to www.infopoems.com and click on SUPPORT > DOWNLOADS/UPDATES.

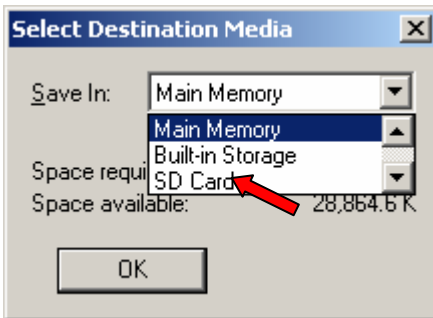
STEP 3: INSTALL THE INSTALLATION FILES

- **Run the Installer** - On your desktop computer, locate the InfoRetriever 2004 for Pocket PC installation file that you downloaded.
 - Double-click the file to begin the installation.
 - You will see a Welcome Screen. Click Next to continue.
 - You will be presented with a License Agreement Screen. Please read the InfoRetriever License, and then indicate that you accept the license, and click Next to continue.
 - The installer will copy some files that are necessary to perform the installation of InfoRetriever to your Pocket PC device.
- **Choose Where to Install** - If you have an expansion memory card, you must choose whether to install InfoRetriever to your device's internal memory or expansion memory. You will see the following dialog:

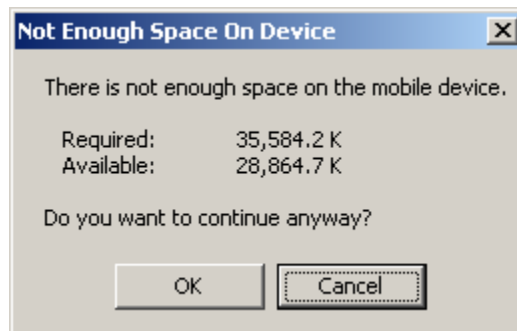


To install to internal memory, select Yes. To install to expansion memory, select No. To cancel the installation, select cancel. **For UCHC students – it is highly recommended that you select "NO" at this point to install the program to the SD Card (storage card).**

- If you have selected No, for expansion memory, you will encounter the following dialog:

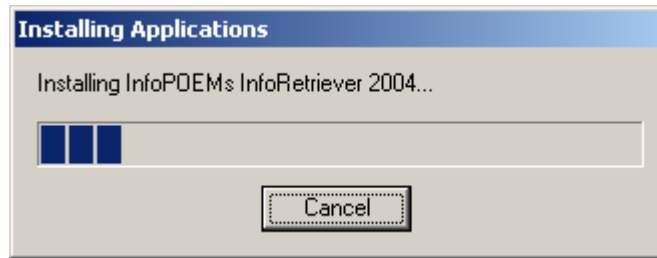


Select the appropriate item from the drop down menu. If you do receive this dialog and you pressed YES to install to default location, choose main memory and click OK. It is likely that you will then receive the following dialog:

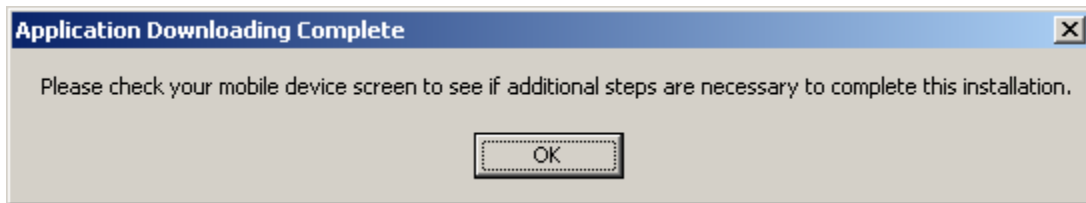


If you see this message, it does not necessarily mean that your device does not have enough space. Click OK to continue anyway. If you receive an "Out of Memory" error later in the installation, then you truly do not have enough free internal memory, and you will have to install InfoRetriever to your expansion memory.

- **Transfer Files from your Desktop to your Pocket PC** - While the InfoRetriever files are being copied to your device, you will see a dialog like this:

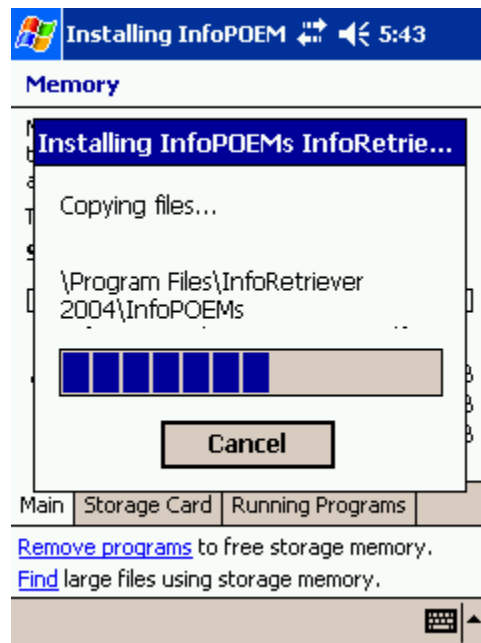


When this stage is complete you will see the following dialog on your desktop/laptop:



Click OK and turn to your Pocket PC device.

- **Decompress Installation Files on your Pocket PC** - While the InfoRetriever files are decompressing on your device, you will see a dialog like this:



When this dialog disappears, the InfoRetriever installation is complete.

STEP 4: REGISTER INFORETRIEVER

Only paying users must register InfoRetriever. This step is often overlooked and must be done once a year. If you miss this step, you will be able to access InfoRetriever for 30 days in trial mode. However, by registering, you will be communicating to your Pocket PC device that InfoRetriever should run for the length of your subscription period. This step will require you to give us your device's serial ID number and our system will, in turn, give you a license code that will allow you to access InfoRetriever for the duration of your subscription. This process of communication is all automated.

- **Determine your Pocket PC device's Serial ID:**

- NOTE: The Serial ID is NOT the Serial Number that is printed on the outside of your device. The Serial ID can only be found from within the InfoRetriever program.
- Open InfoRetriever by tapping on the IR icon.
- Select File -> Register InfoRetriever to display the Registration Screen, and locate the Serial ID

- **Obtain a License Code:**

Individual Subscribers:

- Visit the InfoPOEMs website at www.infopoems.com
- Click on Online Access and enter your username and password if necessary
- Click on the Register link on the navigation bar to the left.
- Select Pocket PC from the dropdown, and enter your SerialID into the text box.
- Click Get License Code
- A license code will automatically be sent to your e-mail address within minutes of you submitting the request
- Follow the instructions on the e-mail carefully
- If you have difficulties with the web page, or if web page registration is not available to you, send the Serial ID to support@infopoems.com or call 877-633-7636 to request your registration license code.

Institutional Subscribers:

- At UCHC or using your UCHC proxy, go to http://www.infopoems.com/infopoems/inst_register.cfm.
- Enter your email address and name, select **Pocket PC** from the dropdown, and click **Submit**. It is important that you enter a

valid email address, as your license code will be emailed to the address that you provide.

- Enter your SerialID into the text box, and click **Get License Code**. Your license code will be sent to the email address that you provided within minutes of you submitting your request.
- If you have difficulties with the web page, or if web page registration is not available to you, send the Serial ID to support@infopoems.com or call 877-633-7636 to request your registration license code. Be sure to indicate which Organization you are affiliated with.