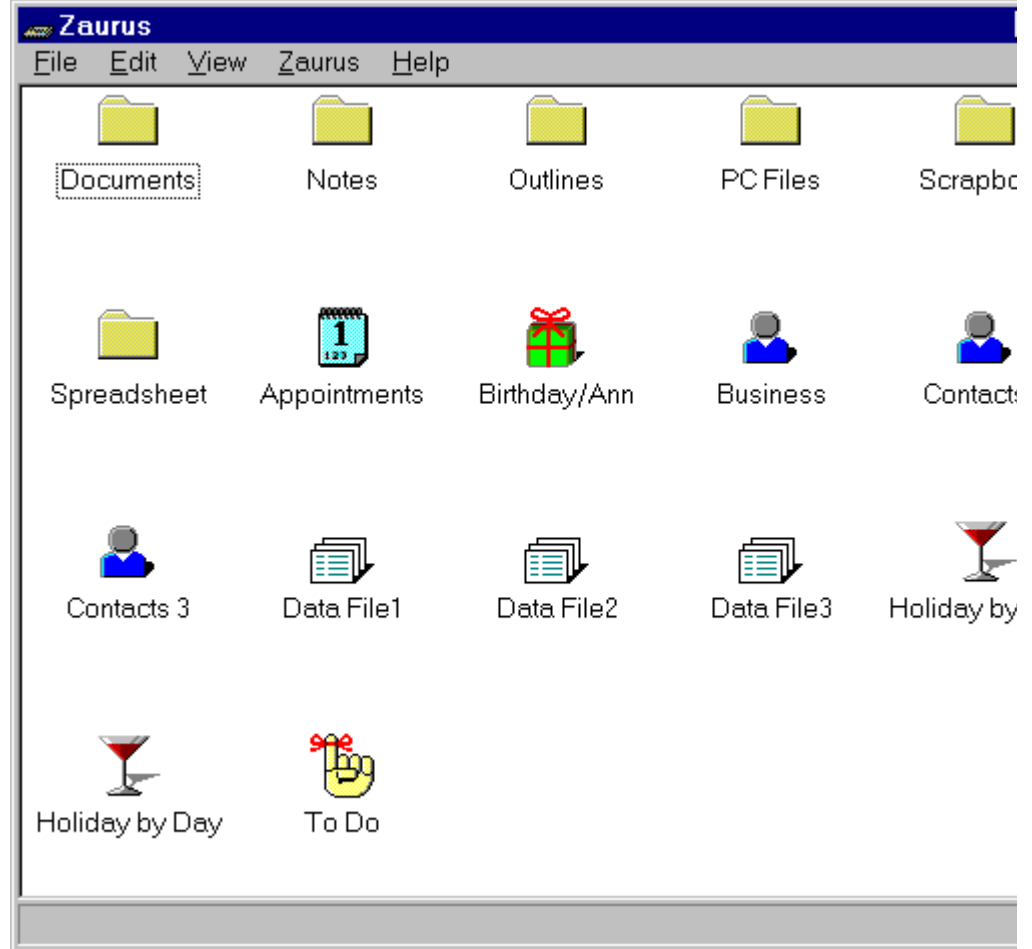


About Zaurus Application Partner

Zaurus Application Partner integrates your Sharp Zaurus with the Windows Desktop and Explorer for easy, quick, and accurate data transfer. Zaurus Application Partner transfers data between all Zaurus applications and a variety of database, personal information management (PIM), word processing, spreadsheet, and graphics programs on your PC, including Synchronization with MS Schedule+ 7.0 and ACT! 2.04 or higher. Using Zaurus Application Partner, information that is entered, deleted, or changed on your Zaurus remains up-to-date on your PC.

This image contains hotspots. Click on an item to get more information.



Zaurus Documents Folder. Double-click the folder to view a list of the Documents in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Notes Folder. Double-click the folder to view a list of the Notes in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Outlines Folder. Double-click the folder to view a list of the Outlines in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

PC Files Folder. Double-click the folder to view a list of the PC Files in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Scrapbook Folder. Double-click the folder to view a list of the Scrapbook entries in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Spreadsheets Folder. Double-click the folder to view a list of the Spreadsheets in your Zaurus. Press the F5 key when viewing the contents of this folder to refresh it. You can have the contents of this folder automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Appointments. Double-click the icon to export your Zaurus Appointments.

Zaurus Birthday/Anniversary. Double-click the icon to export your Zaurus Birthdays/Anniversaries.

Zaurus Business. Double-click the icon to export your Zaurus Business (Contacts 1) file. Press the F5 key to refresh the Contacts 1 (which has a default file name of Business) file name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Contacts 2. Double-click the icon to export your Zaurus Contacts 2 file. Press the F5 key to refresh the Contacts 2 file name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the Zaurus General Properties page.

Zaurus Contacts 3. Double-click the icon to export your Zaurus Contacts 3 file. Press the F5 key to refresh the Contacts 3 file name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Data File 1. Double-click the icon to export your Zaurus Data File 1 file. Press the F5 key to refresh the Data File 1 name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the Zaurus General Properties page.

Zaurus Data File 2. Double-click the icon to export your Zaurus Data File 2 file. Press the F5 key to refresh the Data File 2 file name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Data File 3. Double-click the icon to export your Zaurus Data File 3 file. Press the F5 key to refresh the Data File 3 file name shown in this folder. You can have the file and field names automatically updated by choosing the appropriate check box in the [Zaurus General Properties](#) page.

Zaurus Holiday by Date. Double-click the icon to export your Zaurus Holiday by Date.

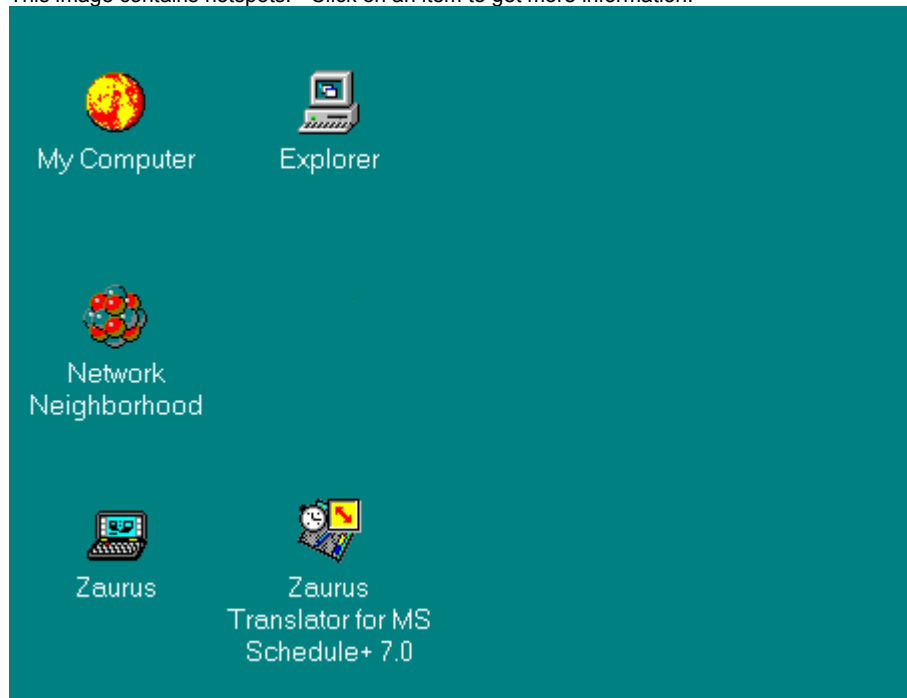
Zaurus Holiday by Day. Double-click the icon to export your Zaurus Holiday by Day.

Zaurus To Do. Double-click the icon to export your Zaurus To Do.

Zaurus Application Partner on the Desktop

When Zaurus Application Partner is installed, it creates a Zaurus icon on your Windows desktop. Any [Personal Information Management \(PIM\)](#) translators you install are also shown as desktop icons.

This image contains hotspots. Click on an item to get more information.



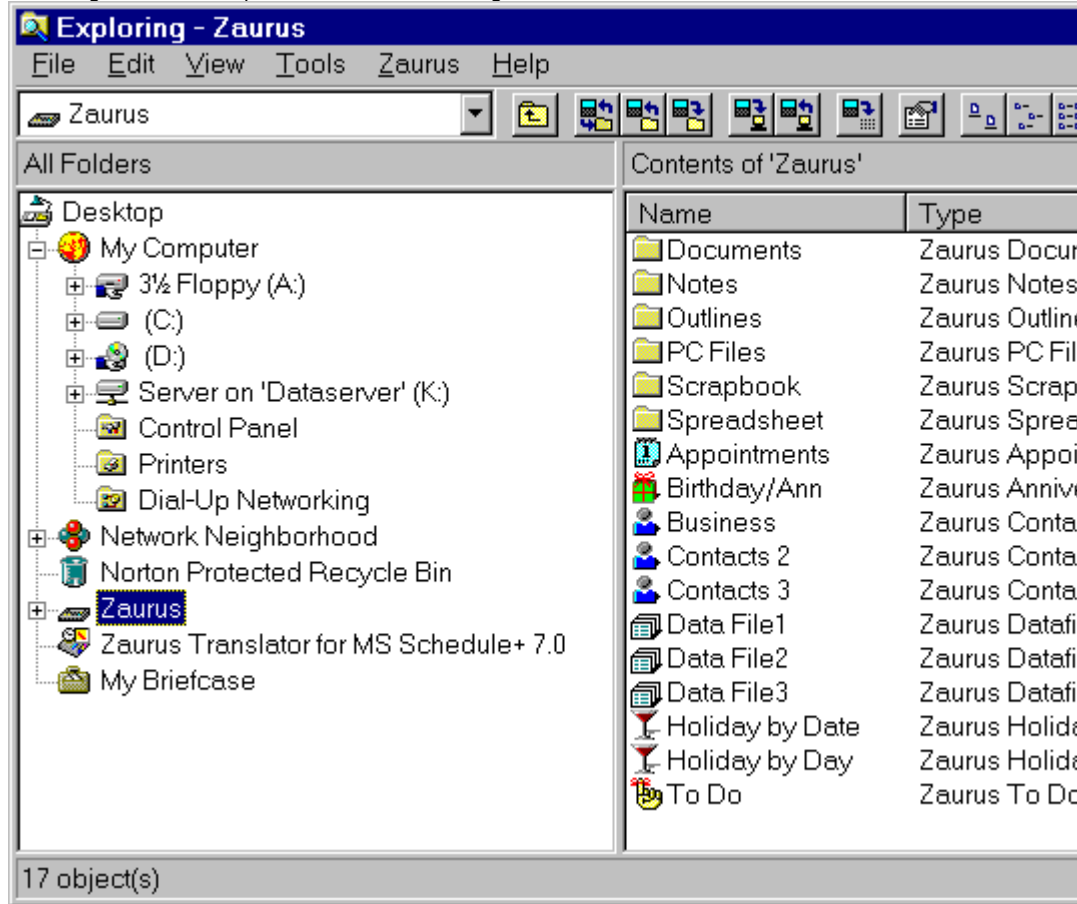
Double click the Zaurus desktop icon to open the Zaurus window.

The icon of the PIM Translator you have installed. To Import or Synchronize your PIM data, double-click on the icon. You can also drag and drop the icon to start Zaurus Application Partner.

Zaurus Application Partner in Explorer

After Zaurus Application Partner is installed, a Zaurus icon is shown in Explorer. Any Personal Information Management (PIM) translators you have installed are also shown in the tree in Explorer.

This image contains hotspots. Click on an item to get more information.



Synchronizes a PIM application.

Imports a PC file to your Zaurus.

Exports Zaurus data to your PC.

Backs up Zaurus data to your PC.

Restores backed-up data to your Zaurus.

Refreshes the display of Zaurus data to show updated a files.

Allows you to customize Zaurus Application Partner settings.

Zaurus Icon. Double-clicking on the icon will allow you to see the contents of your Zaurus.

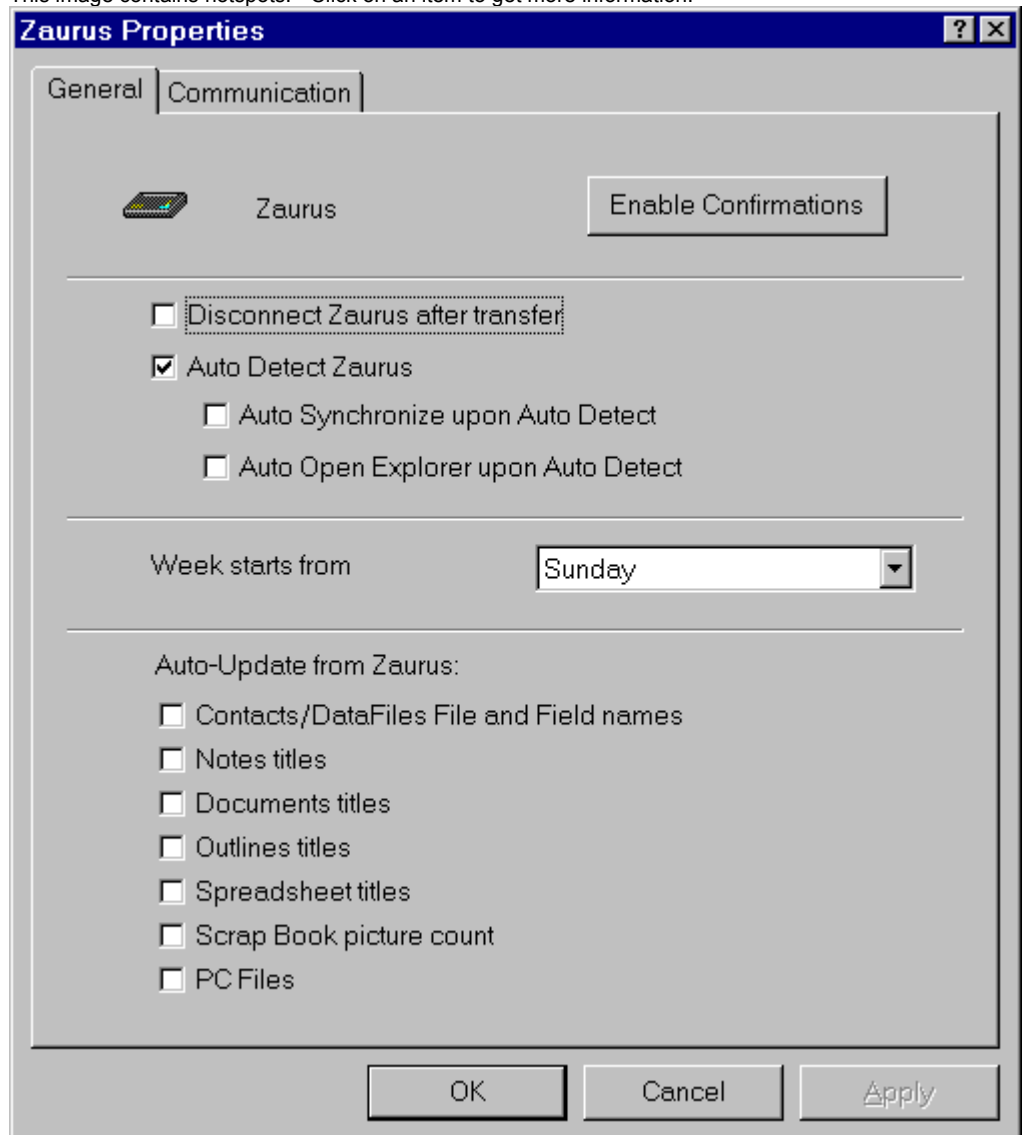
PIM Icon. Shows the installed PIM translator.

Zaurus Contents. Shows the contents of the Zaurus.

Zaurus General Properties

You may customize Zaurus Application Partner using the Properties dialog box. The General properties page allows you to configure general Zaurus Application Partner settings.

This image contains hotspots. Click on an item to get more information.



Select *Auto Detect Zaurus* if you want Zaurus Application Partner to automatically detect your Zaurus when it is connected and in PC Link mode. When Auto Detect is active, you can have Explorer automatically open to view the contents of your Zaurus and you can automatically begin a synchronization when your Zaurus is detected.

Select *Disconnect Zaurus After Transfer* if you want to have your Zaurus taken out of PC Link mode after a data transfer. This option will help you save your batteries if you are not using an AC adaptor.

Select *Enable Confirmations* if you want re-enable Zaurus Application Partner confirmation dialog boxes that you have previously disabled.

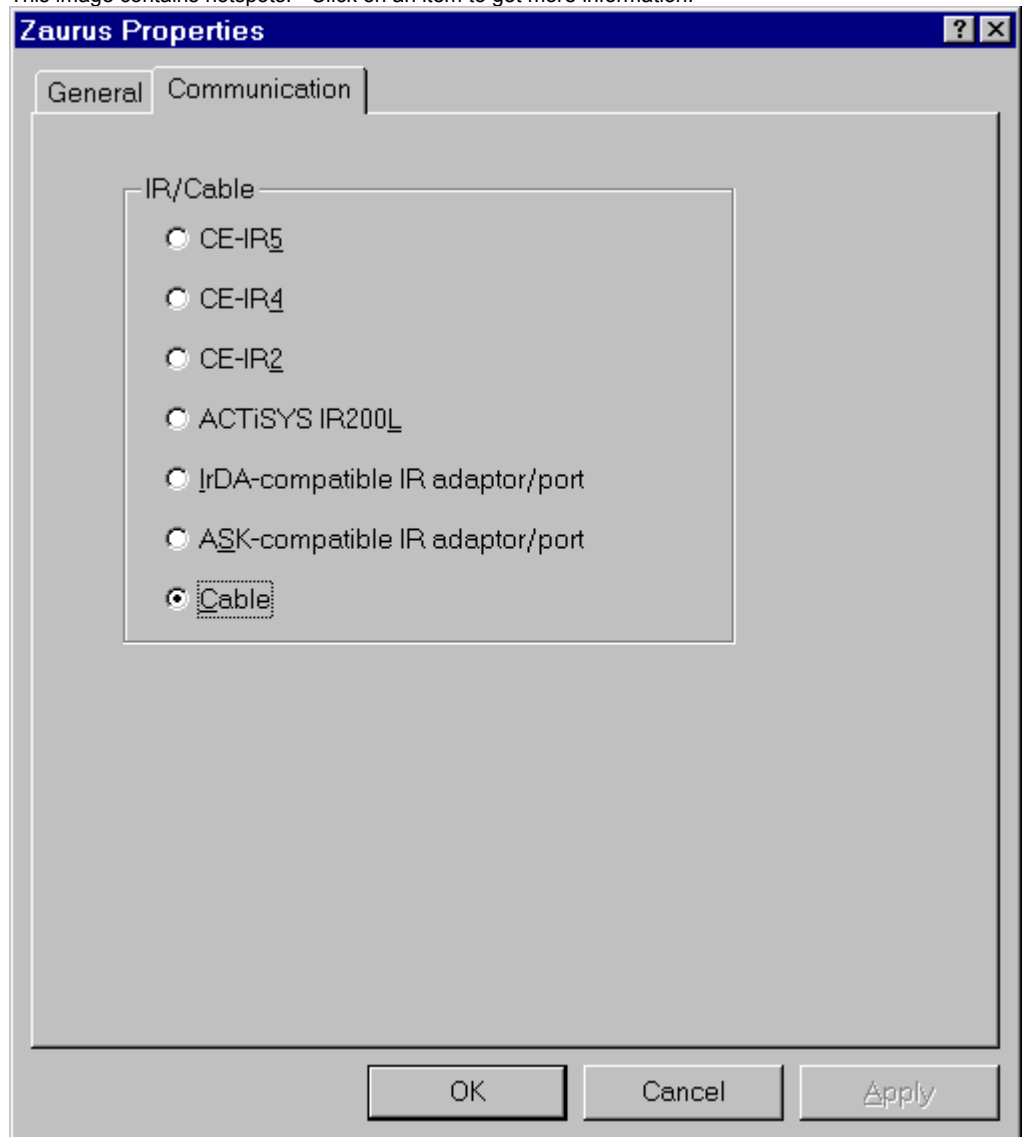
Select the day your week normally begins on.

Select the items that Zaurus Application Partner will automatically update each time you open the selected folder or when you transfer the Contacts/Data Files. Note: Zaurus Application Partner will try to communicate with the Zaurus each time you open a selected folder or transfer Contacts/Data File. Depending on the size of the files, this could take a significant amount of time.

Zaurus Communication Properties

You may customize Zaurus Application Partner using the Properties dialog box. The Communication properties page allows you to tell Zaurus Application Partner which communication device you are using.

This image contains hotspots. Click on an item to get more information.



Select the device you are using to connect your Zaurus to your PC.

Starting Zaurus Application Partner

There are several ways to start Zaurus Application Partner.

{button ,AL(`START_DESKTOP_A',0,"",`main')} [From the Desktop](#)

{button ,AL(`START_PIM_A',1,"",`glossary')} [From the PIM Icon](#)

{button ,AL(`START_DRAG_AND_DROP_A',1,"",`no bitma')} [Dragging and Dropping](#)

{button ,AL(`START_ZWINDOW_A',1,"",`glossary')} [From the Zaurus Folder Window](#)

{button ,AL(`START_EXP_TOOLBAR_A',1,"",`glossary')} [From the Explorer Toolbar](#)

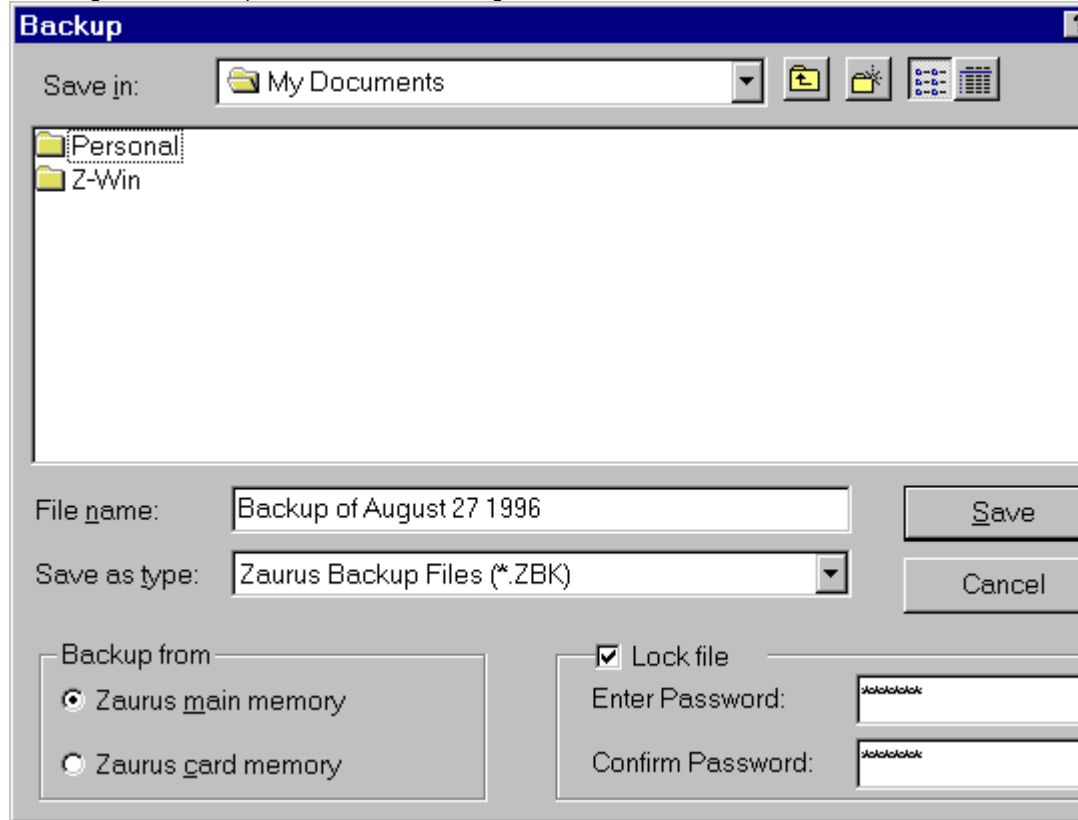
{button ,AL(`START_ZAURUS_PULLDOWN_A',1,"",`main')} [From the Zaurus Pulldown Menu](#)

{button ,AL(`STARTING_TRANSFER_A',0,"",`glossary')} [Related Topics](#)

Backing Up Files To Your PC

Zaurus Application Partner allows you to backup all of the information on your Zaurus (except add-on software applications). You can backup main memory or card memory. You should backup your Zaurus before performing any other data transfers to or from your Zaurus.

This image contains hotspots. Click on an item to get more information.



This allows you to set a password that will protect your Zaurus backup file.

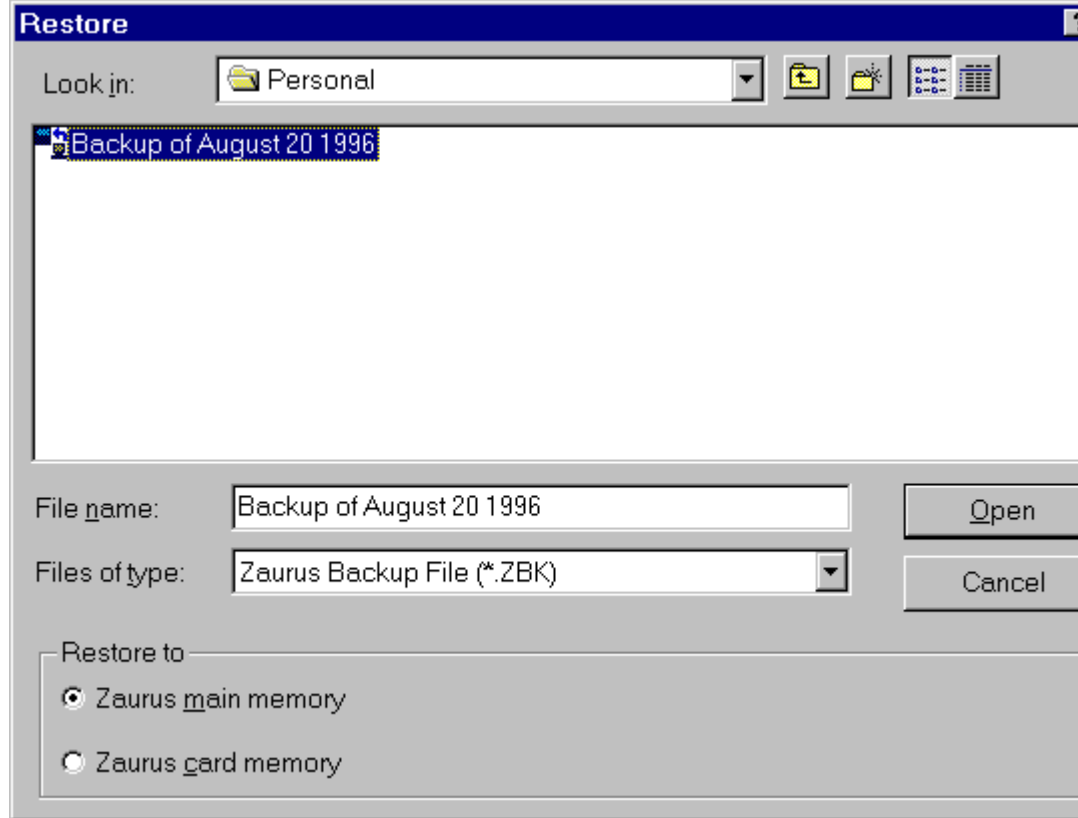
This allows you to choose which Zaurus memory location (main or card) to backup.

Restoring Data to Your Zaurus

Zaurus Application Partner allows you to restore a Zaurus Application Partner backup file. You can restore data backed-up from main or card memory.

Note: Information should be restored to the same memory location from which it was backed-up.

This image contains hotspots. Click on an item to get more information.



This allows you to choose where (main memory or card memory) you want to restore the data in the backup file to.

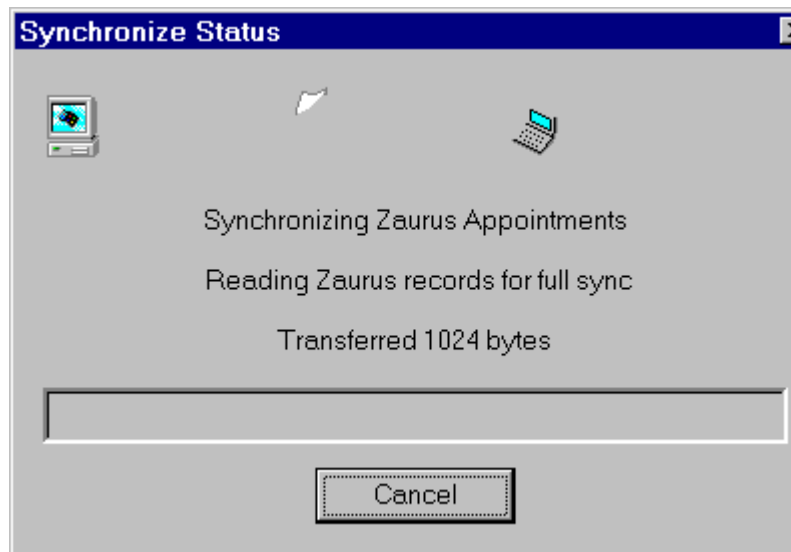
Shows the list of available backup files.

Opens the selected backup file and starts restoring data to your Zaurus.

Synchronizing Zaurus Data With Your PC

Synchronization coordinates data in your Zaurus with similar data in your PC. Zaurus Application Partner's synchronizing capabilities enable you to keep your Zaurus Appointments, To Do, Contacts, and Data Files up-to-date and concurrent with either Microsoft's Schedule+ 7.0 or Symantec's ACT! 2.04 or higher.

For example, if you enter the name and address of a new business contact into your Zaurus while you are away from the office, Zaurus Application Partner will synchronize your data and add this new contact to Schedule+ or ACT! when you return to your office. Similarly, if you delete an appointment in Schedule+, Zaurus Application Partner will delete the appointment from your Zaurus the next time you synchronize.

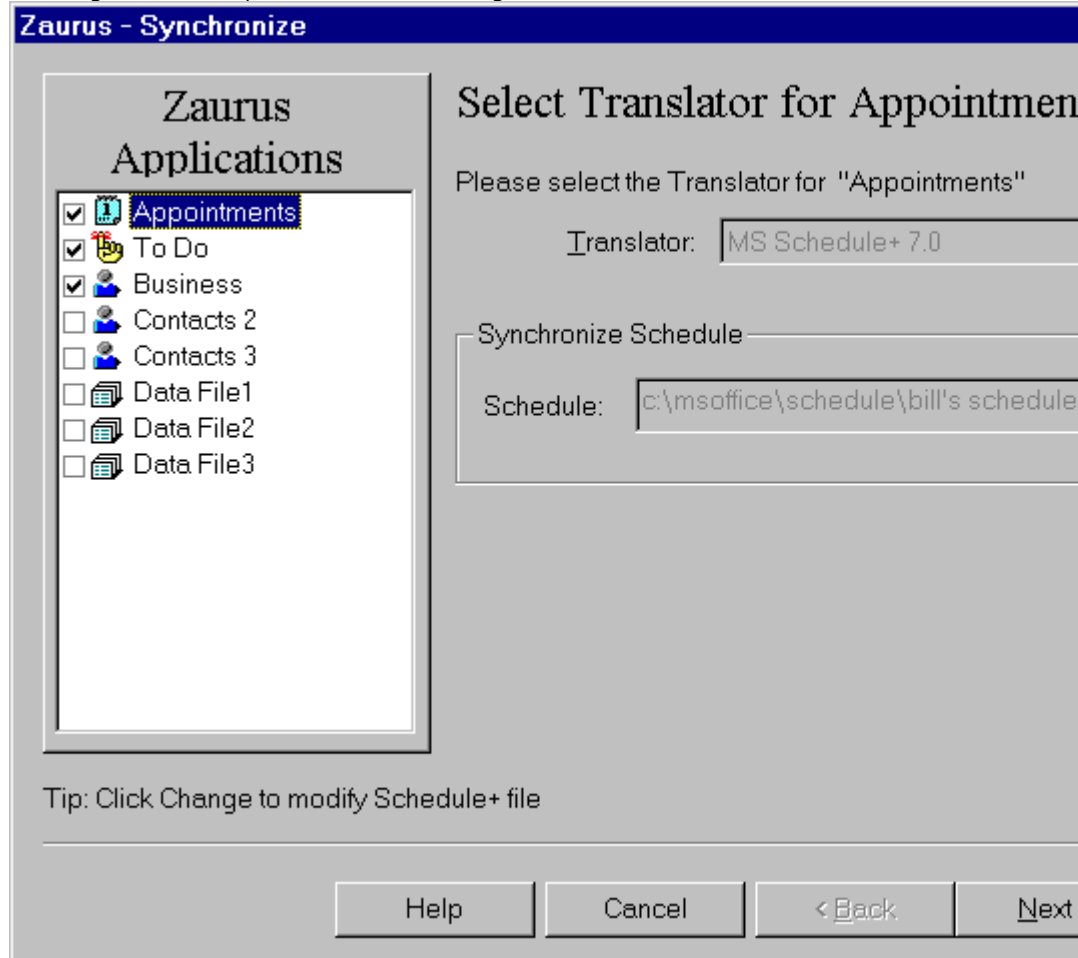


{button ,AL('FULL_SYNCH_A',0,'', 'glos sary')} Related Topics

The Select Translator Screen

The Select Translator screen allows you to choose the PIM you wish to synchronize with. You may also select the Zaurus applications to synchronize.

This image contains hotspots. Click on an item to get more information.

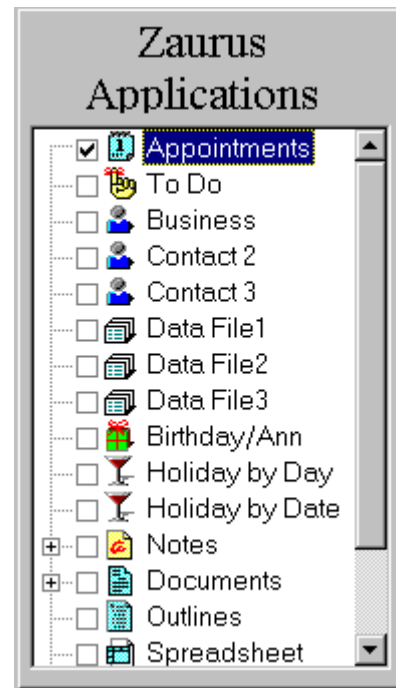


{button ,AL('TRANS_TYPE_A',0,'', 'glos sary')} Related Topics

Synchronizing Applications List Contents

The contents of the Zaurus Applications list can vary depending on how you start Zaurus Application Partner's synchronize option. If you:

- Select Synchronize from the Zaurus icon's popup menu, Appointments, To Do, Business, Contacts 2 and 3, and Data Files 1-3 are displayed. The last-synchronized application(s) are checked.
- Highlight an application and select Synchronize Selection from the Zaurus pulldown menu, only that application is displayed.
- Select Synchronize from the Zaurus pulldown menu or toolbar, Appointments, To Do's, Business, Contacts 2 and 3, and Data Files 1-3 are displayed.
- Drag and drop a Zaurus application onto a PIM translator icon, only that application is displayed.
- Drag and drop the PIM translator icon onto the Zaurus icon, Appointments, To Do's, Business, Contacts 2 and 3, and Data Files 1-3 are displayed.



Shows the translator for the highlighted application. You may change the translator by choosing one from the drop down box.

Shows the PIM file name with which you will synchronize your Zaurus data. You may change the file name by typing the new name in the box.

Click change and select a PIM file from the dialog box.

Allows you to change your personal settings.

Select Finish to synchronize the highlighted application with the selected translator.

Select Next to customize the synchronization process.

The Map Fields Screen

Zaurus Application Partner provides default field maps that link PIM data fields to similar Zaurus application fields. You may accept these default field maps or change them to suit your needs.

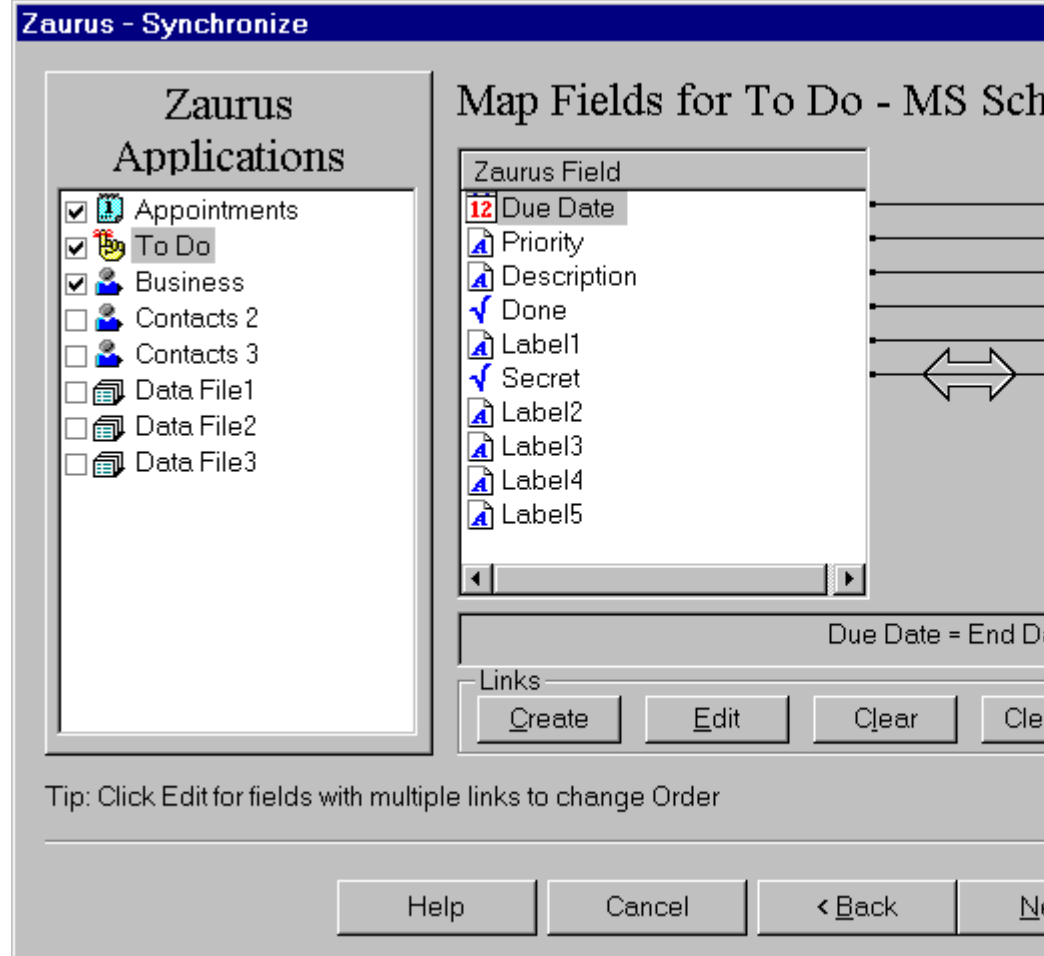
You may link fields only for the highlighted Zaurus application. If you select another application, you will return to the Select Translator screen.

To change field maps, highlight the linked fields in both lists and click the appropriate link button.

You may also change links by dragging and dropping. To drag and drop, highlight a field in one list and drag it onto a field in the other list. A link will appear that connects the two fields.

Once you have changed all the necessary links, click Next to move to the Finish screen, click Back to return to the Select Translator screen, or click on the next Zaurus application you wish to change the settings for.

This image contains hotspots. Click on an item to get more information.



{button ,AL('MAP_FIELDS_A',1,'', 'glossary')} How to Map Fields

Shows the selected Zaurus applications.

Shows all the data fields for the highlighted Zaurus application.

Shows all the data fields for the selected PIM.

Allows you to create, edit, clear, arrange, or reset the field links.

Shows the configuration of the links with the linked fields and the selected separators

Creates a new link between the highlighted Zaurus and PIM data fields.

Brings up the Edit Link dialog box if the highlighted field has multiple field links.

Clears the link between the highlighted fields.

Clears all the field links.

Arranges the fields for easier viewing of the links.

Resets the links to the default or last-used settings.

If you do not wish to change any field links, click Next to move to the Finish screen.

Click Back to return to the Select Translator screen.

The Finish Screen

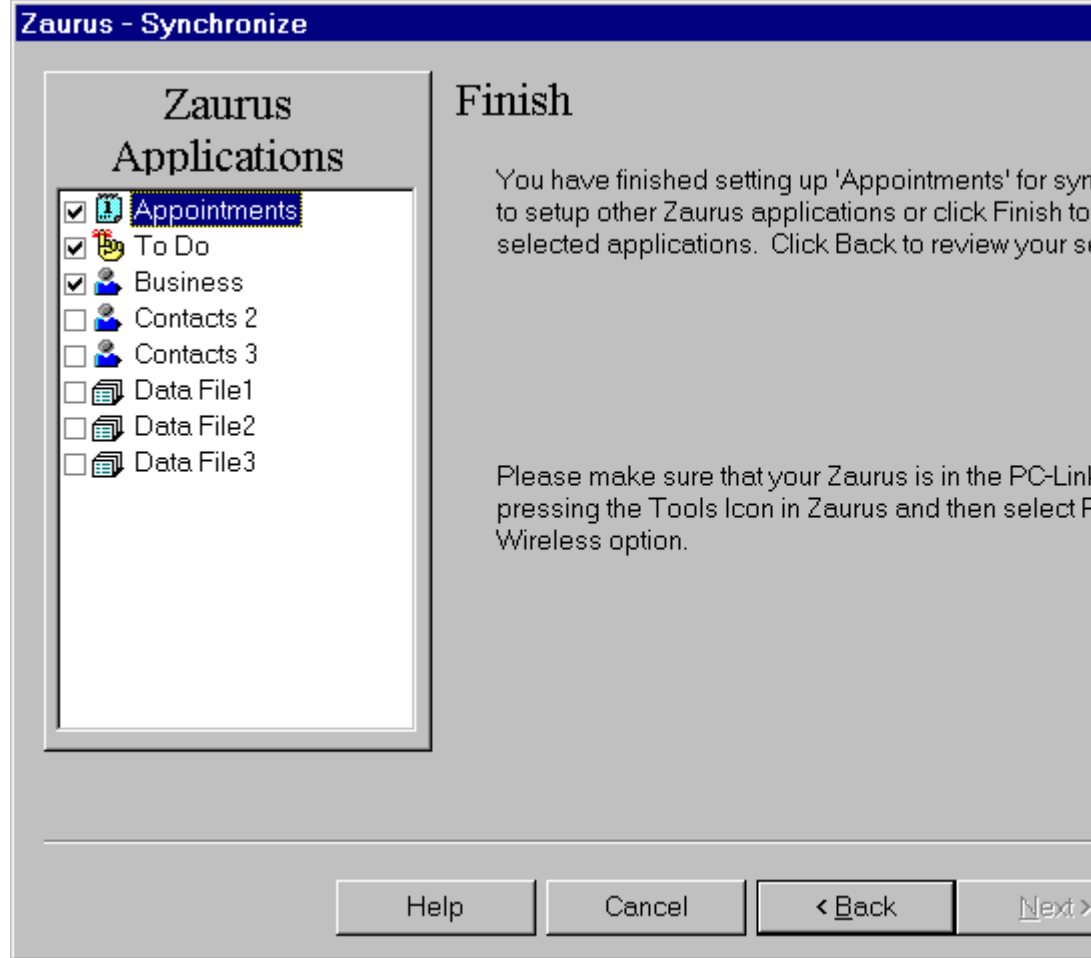
Click Finish to begin synchronizing your data.

If you initially selected several applications to synchronize, you must set up these applications before synchronizing. If you click Finish before setting up these applications, Zaurus Application Partner will prompt you to do this now.

To set up the next application, simply highlight it in the Zaurus Applications list. Zaurus Application Partner will return to the Select Translator screen.

Before clicking Finish, please ensure that your Zaurus is connected to your PC and is in PC-Link Mode.

This image contains hotspots. Click on an item to get more information.



Resolving conflicts

After you press the Finish button, Zaurus Application Partner starts synchronizing the checked Zaurus applications. When data conflicts occur between information in your PIM and your Zaurus, Zaurus Application Partner will report these conflicts to you and allow you to resolve them. Conflicts occur when:

- the same record is modified in both your PIM and your Zaurus, and
- when a record has been deleted in your PC (or Zaurus) and modified in your Zaurus (or PC).

This image contains hotspots. Click on an item to get more information.

Resolve Conflicts

Summary of conflicts for all applications:

Application	Conflicts
To Do	2

Conflicts for To Do

Zaurus Data	Zaurus Status	Action	PC-App Data
Due Date = 9/18/...	Modified	Copy Both	End Date = 9/18/...
Due Date		Copy Both	End Date = 9/18/...

Copy Both
Replace Schedule+ Record
Replace Zaurus Record

Save As... Print Details

Shows a summary of the errors and warnings found during synchronization

Shows a list of errors for each application chosen above

Allows you to proceed with the synchronization and resolve the conflicts as shown

Saves the conflicts information to a text file

Prints a list of conflicts information

Provides additional details on the conflicts shown

Right clicking the conflict will display a popup menu to allow you to change the way in which the conflict is resolved

Importing Files to Your Zaurus

Zaurus Application Partner will import files from your PC to your Zaurus. Importing is useful if you have entered information on your PC, such as a complete address data file or a document, and you wish to transfer that data to your Zaurus.

Using Zaurus Application Partner's import feature, you can import:

- Word files into Documents
- Excel files into Spreadsheets
- MS Schedule+, ACT!, GoldMine 95, or Organizer 97 information into Appointments, Contacts or To Do
- Database and Text information into your Data Files

and much more.

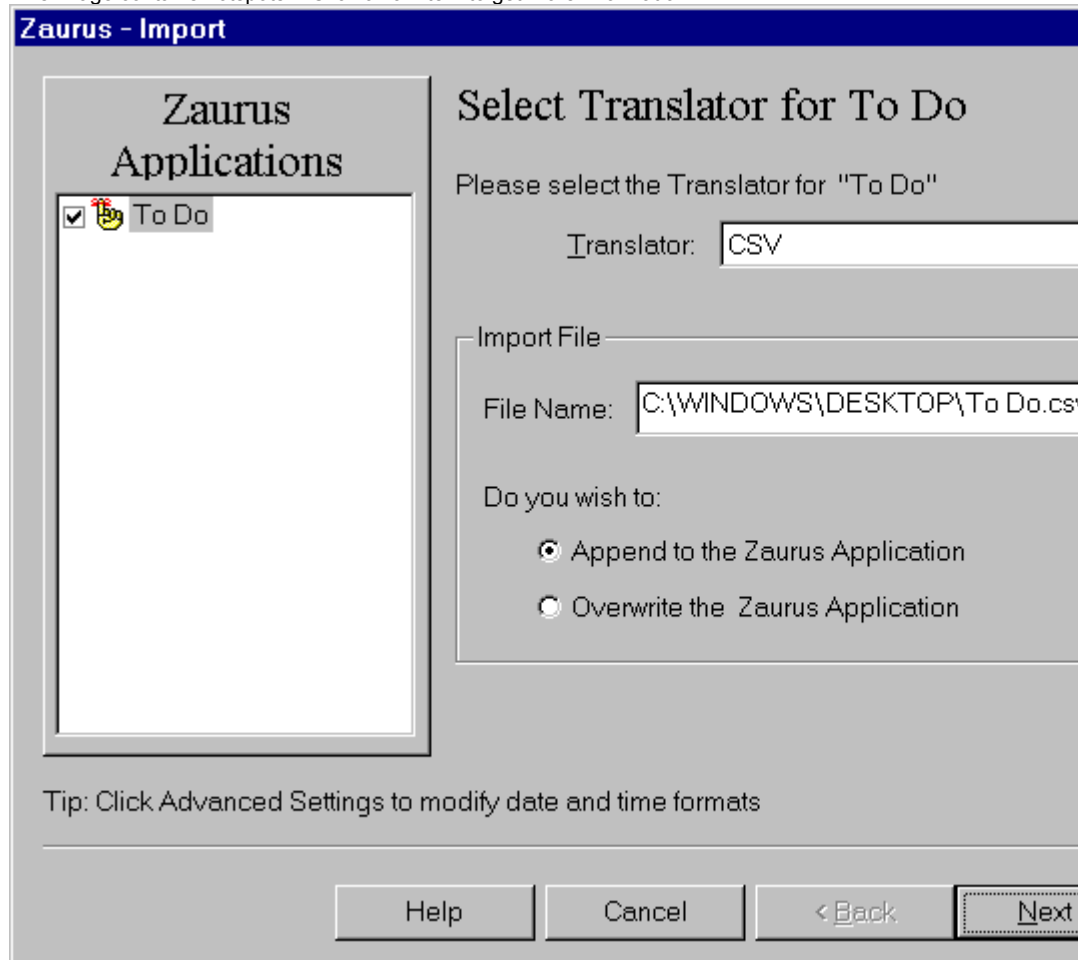


The Select Translator screen

The Select Translator screen allows you to choose the translator and PC file(s) to import. Zaurus Application Partner will import PC data into the applications that are checked in the Zaurus Applications list.

Select Finish to import the selected file into the highlighted application, or select Next to further customize the import process.

This image contains hotspots. Click on an item to get more information.



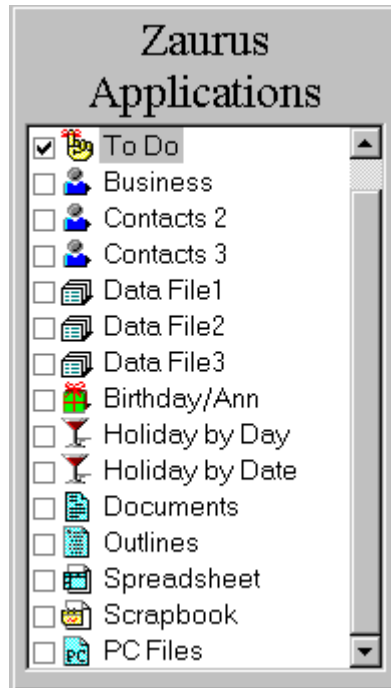
{button ,AL('TRANS_TYPE_A',0,'', 'glo

ssary'}) Related Topics

Import Applications List Contents

The contents of the Zaurus Applications list can vary depending on how you start Zaurus Application Partner's import option. If you:

- Select Import from the Zaurus icon's popup menu, all the Zaurus applications are displayed. The last-imported applications are checked.
- Highlight an application and select Import Selection from the Zaurus pulldown menu, only that application is displayed.
- Select Import from the Zaurus pulldown menu or toolbar, all the Zaurus applications are displayed. The last-imported applications are checked.
- Drag and drop a PC file onto a Zaurus application, only that application is displayed.



Shows the translator for the highlighted application. You may change the translator by choosing one from the drop down box.

Shows the name of the file that you will import to your Zaurus. You may change the file name by typing the new name in the box. Or click Browse and select a file from the dialog box.

Allows you to choose to append or overwrite an already existing Zaurus file.

The Map Fields screen

Zaurus Application Partner provides default field maps that link the selected translator's data fields to similar Zaurus application fields. You may accept these default field maps or change them to suit your needs. Default field maps for the translators are listed in the Appendices.

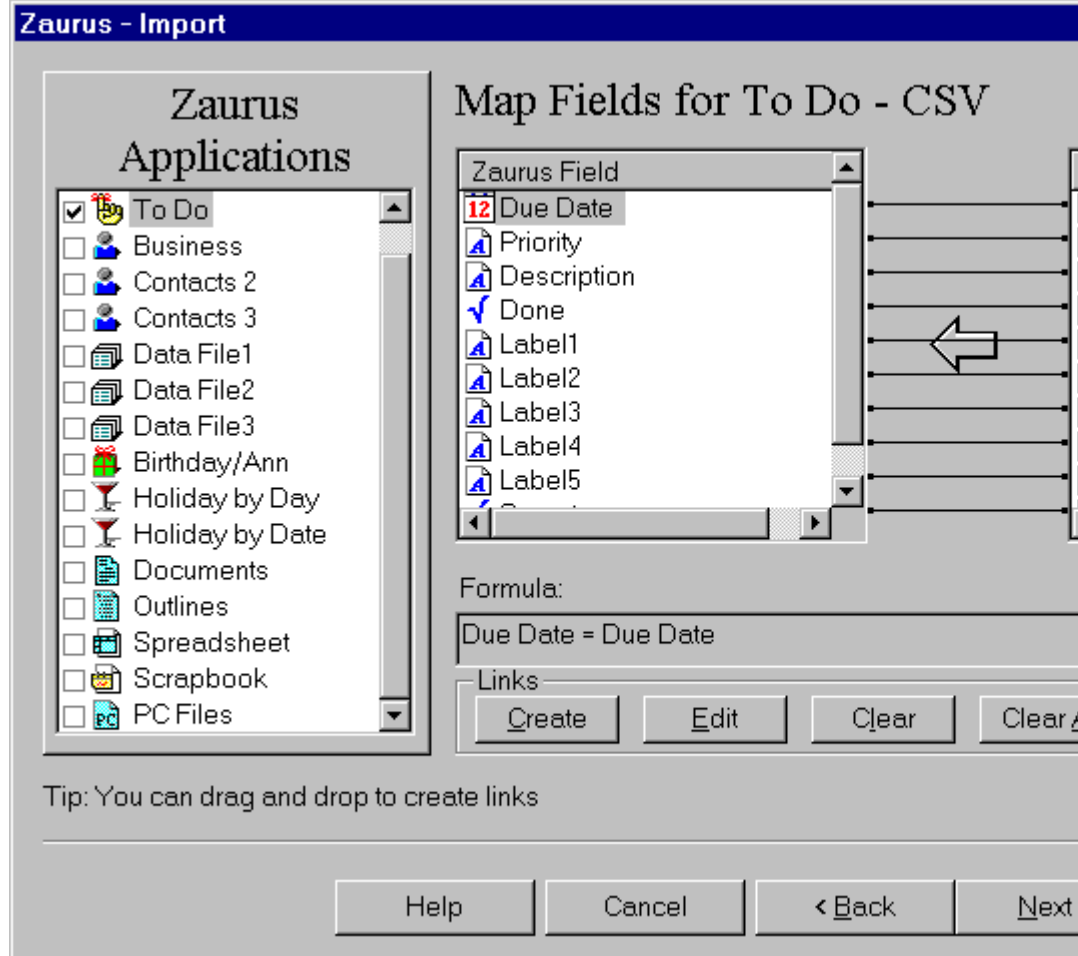
Documents, Notes, Outlines, Scrapbook, PC files, and Spreadsheets do not require field mapping. If you are importing these applications, you will go directly to the Finish screen. Click Finish, and Zaurus Application Partner will import into these applications.

To change field maps, highlight the linked fields in both lists and click the appropriate link button.

You may also change links by dragging and dropping. To drag and drop, click on a field in one list and drag it onto a field in the other list. A link will appear that connects the two fields.

Once you have changed the links or if you do not wish to change any field links, click Next to move to the Filter Data screen, or click Back to return to the Select Translator screen.

This image contains hotspots. Click on an item to get more information.



{button ,AL('MAP_FIELDS_A',1,'', 'glossary')} How to Map Fields

Shows the selected Zaurus applications. You may link data fields only for the highlighted application. If you select another application, you will return to the Select Translator screen.

Shows all the data fields for the highlighted Zaurus application.

Shows all the data fields for the selected translator.

Allows you to view real data to see how it is manipulated by the field map.

Allows you to create, edit, clear, arrange, or reset the field links.

Shows the configuration of the links with the linked fields and the selected separators.

Creates a new link between the highlighted Zaurus and translator data fields.

Brings up the Edit Link dialog box if the highlighted field has multiple field links.

Clears the link between the highlighted fields.

Clears all the field links.

Arranges the fields for easier viewing of the links.

Resets the links to the default or last-used settings.

The Filter Data Screen

Zaurus Application Partner can filter data before you import it to your Zaurus. This feature ensures that only data within a specific date range or with a specific text string is imported.

After choosing the filtering options, click Next to go the Finish screen, or click Back to return to the Map Fields screen.

The Birthday/Anniversary and Holiday Zaurus applications do not require data filtering. If you are importing to these applications, you will go directly to the Finish screen. Click Finish, and Zaurus Application Partner will import into these applications.

This image contains hotspots. Click on an item to get more information.

The screenshot shows a software window titled "Zaurus - Import". Inside, there is a section titled "Zaurus Applications" with a list containing one item: "To Do" with a checkmark and a small icon. To the right, the "Filter Data for To Do - MS Sched" section has two main filter options, both checked:

- Filter on Date**: Includes radio buttons for "All future dates" (selected), "This week", "This month", "This year", and "From" (with a date field set to "9/4/96").
- Filter on Text**: Includes a dropdown menu set to "Description" and a "Contains" label.

At the bottom, there is a tip: "Tip: Use the text filter to any text you wish in selected field". Navigation buttons at the bottom right are "Help", "Cancel", "< Back", and "Next >".

The Finish Screen

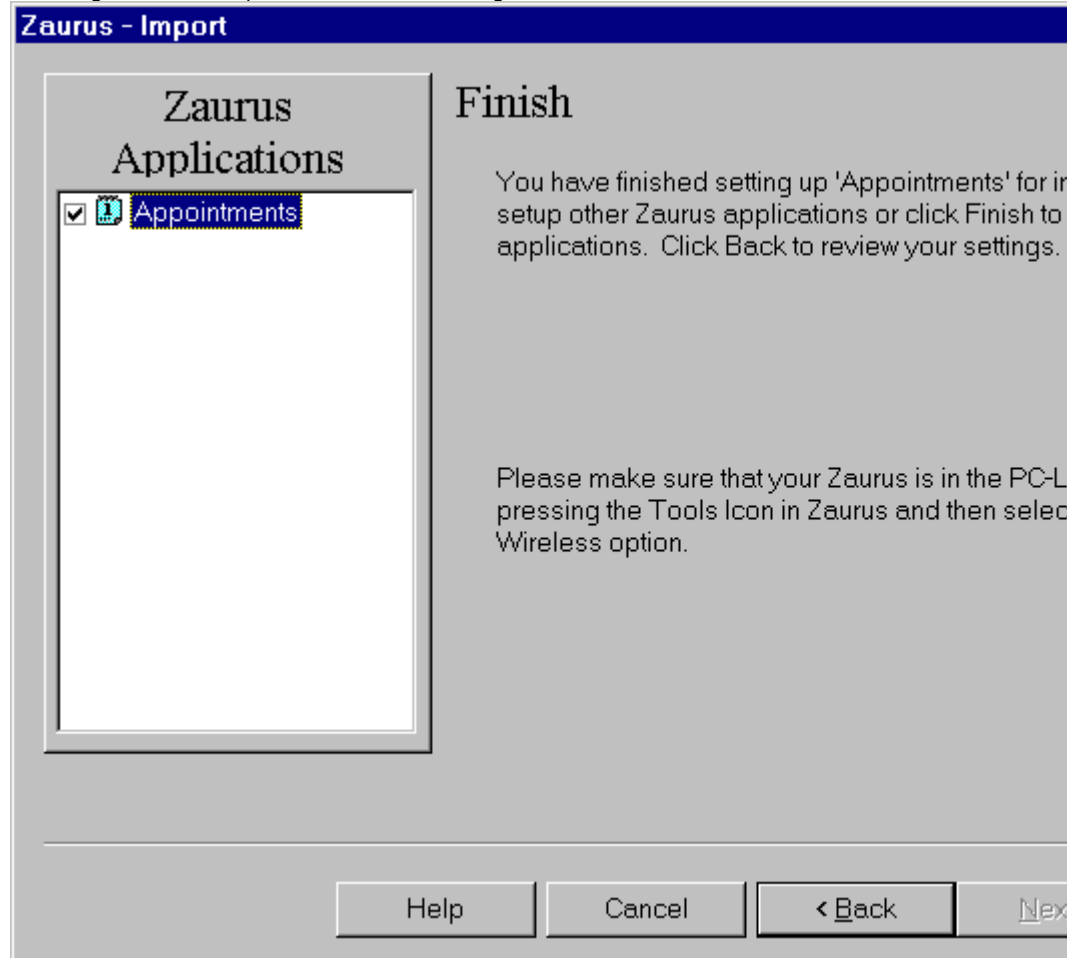
Click Finish to begin importing your file(s).

If you initially selected several applications to import into, you must setup these applications before importing. If you click Finish before setting up these applications, Zaurus Application Partner will prompt you to do this now.

To setup the next application, simply highlight it in the Zaurus Applications list. Zaurus Application Partner will return to the Select Translator screen.

Before clicking Finish, please ensure that your Zaurus is connected to your PC and is in PC-Link Mode.

This image contains hotspots. Click on an item to get more information.



Errors and Warnings

Zaurus Application Partner may detect a number of warnings and/or errors in your data when importing, exporting or synchronizing. Warnings can be ignored and Zaurus Application Partner will transfer the records. However, some data may be truncated when the data is transferred. For instance, a Schedule+ project name that is too long for Zaurus will generate a warning upon importing the data. You may choose to ignore the warning and click Proceed. The project name will be truncated to fit in Zaurus.

However, an error must be corrected in the application containing the data which generated the error. Otherwise, the record will not be transferred. Listed below are a few examples of Zaurus Application Partner errors:

- Invalid date format
- Invalid Boolean value
- Field too long for target file
- Invalid time format

This image contains hotspots. Click on an item to get more information.

Synchronization Errors and Warnings

Summary of errors and warnings:

Application	Warning	Errors
PC APP To Do - MS Schedul...	0	4

Errors and Warnings for To Do - MS Schedule+ 7.0

Data	Warnings and Errors
End Date = Duration = ...	Error in data conversion for CHMK
End Date = Duration = ...	Error in data conversion for CHMK
End Date = Duration = ...	Error in data conversion for CHMK
End Date = Duration = ...	Error in data conversion for CHMK

Save As... Print Details

Shows a summary of the errors and warnings found during synchronization

Shows a list of errors for each application chosen above

Allows you to proceed with the import/export

Saves the errors information to a text file

Prints a list of errors and warnings

Provides additional details on the errors and warnings shown

Exporting Files From Your Zaurus

Zaurus Application Partner will export data on your Zaurus to your PC. Exporting is useful if you enter new information into your Zaurus while you are away from your office (e.g., a new contact or notes from a meeting), and you want to transfer just this information to your PC.

Using Zaurus Application Partner's export feature, you can export:

- Documents files to MS Word
- Spreadsheets to Excel files
- Appointments, Contacts information or To Do to MS Schedule+, ACT!, GoldMine 95, or Organizer 97
- Data Files to Database and Text information

and much more.

You should back up your Zaurus data before you use Zaurus Application Partner.

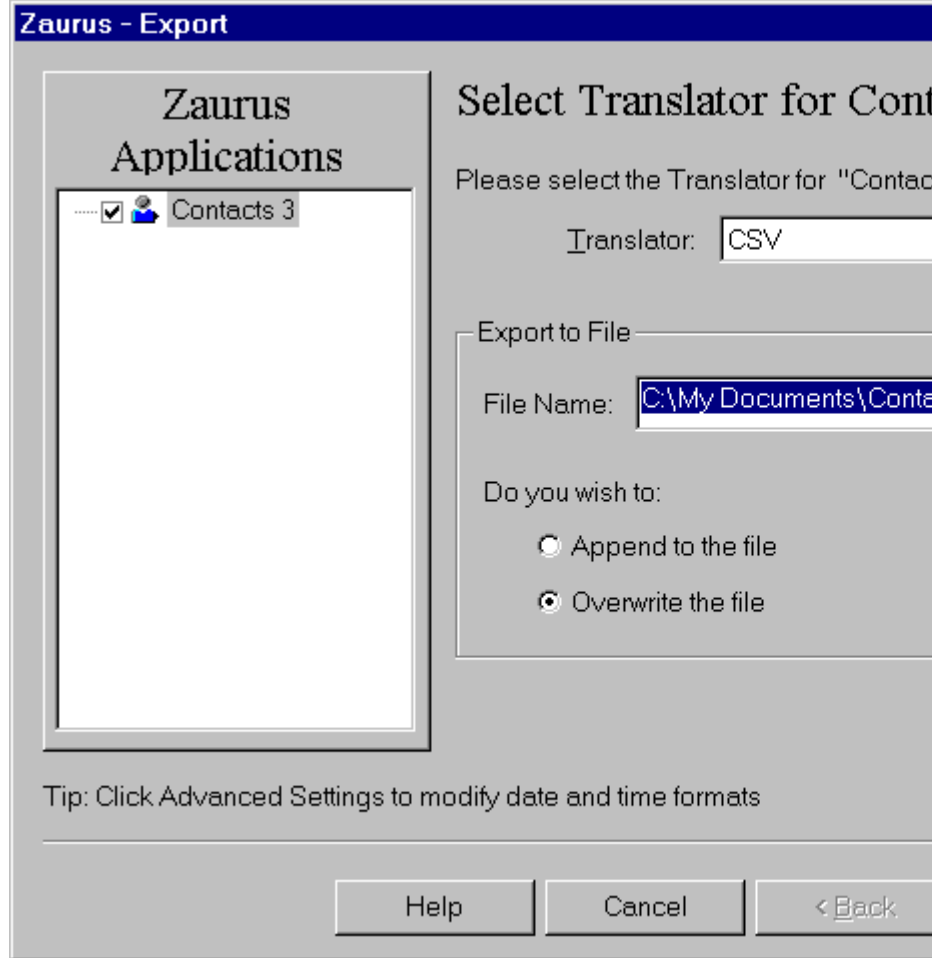


The Select Translator Screen

The Select Translator screen allows you to choose the translator and PC file(s) to export to. Zaurus Application Partner will export from the applications that are checked or highlighted in the Zaurus Applications list.

Select Finish to export the selected Zaurus data into the selected PC file, or select Next to further customize the exporting process.

This image contains hotspots. Click on an item to get more information.



{button ,AL('TRANS_TYPE_A',0,'', 'glossary')} Related Topics

Export Applications List Contents

The contents of the Zaurus Applications list can vary depending on how you start Zaurus Application Partner's export option. If you:

- Select Export from the Zaurus icon's popup menu, all the Zaurus applications are displayed. The last-exported applications are checked.
- Highlight an application and select Export Selection from the Zaurus pulldown menu, only that application is displayed.
- Select Export from the Zaurus pulldown menu or toolbar, all the Zaurus applications are displayed. The last-exported applications are checked.
- Double click a Zaurus application, only that application is displayed.
- Drag and drop a Zaurus application onto a PC folder, only that application is displayed.

Shows the translator for the highlighted Zaurus application. You may change the translator by choosing one from the drop down box.

Shows the name of the file that you will export to. You may change the file name by typing the new name in the box. Or click Browse and select a file from the dialog box.

Allows you to choose to append or overwrite an already existing file on your PC.

The Map Fields Screen

Zaurus Application Partner provides default field maps that link the selected translator's data fields to similar Zaurus fields. You may accept these default field maps or change them to suit your need.

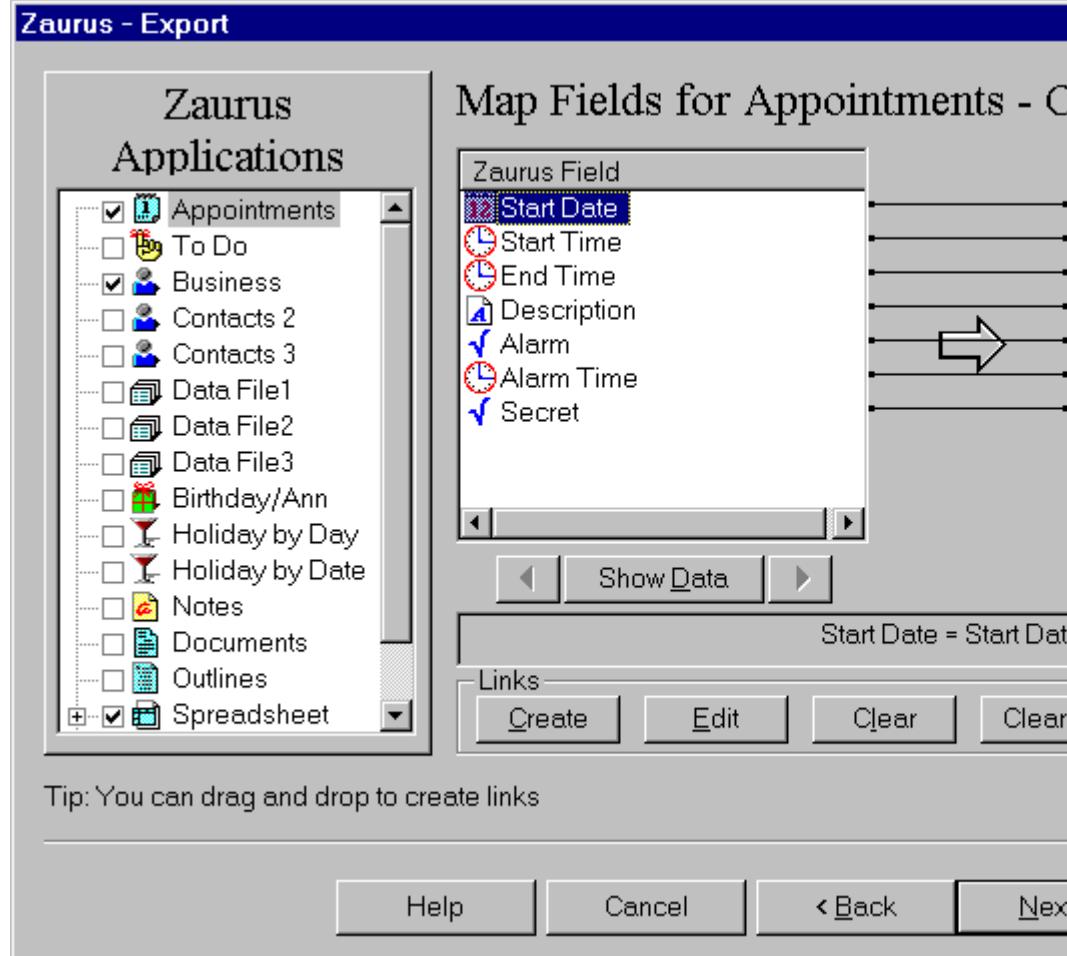
Documents, Notes, Outlines, Scrapbook, PC files, and Spreadsheets do not require or support field mapping. If you are exporting these applications, you will go directly to the Finish screen. Click Finish, and Zaurus Application Partner will export these applications.

You may link data fields only for the highlighted Zaurus application. If you select another application, you will return to the Select Translator screen.

To change field links, highlight the linked fields in both lists and click the appropriate links button. You may also change links by dragging and dropping. To drag and drop, click on a field in one list and drag it onto a field in the other list. A link will appear that connects the two fields.

If you do not wish to change any field links, click Next to move to the Filter Data screen, or click Back to return to the Select Translator screen.

This image contains hotspots. Click on an item to get more information.



{button ,AL('MAP_FIELDS_A',1,'','glossary')} How to Map Fields

Shows the selected Zaurus applications.

Shows all the data fields for the highlighted Zaurus application.

Shows all the data fields for the selected translator.

Allows you to view real data to see how it is manipulated by the field map.

Allows you to add, remove or edit data fields from the translator.

Shows the configuration of the links with the linked fields and the selected separators.

Allows you to create, edit, clear, arrange, or reset the field links.

Creates a new link between the highlighted Zaurus and translator data fields.

Brings up the Edit Link dialog box if the highlighted field has multiple field links.

Clears the link between the highlighted fields.

Clears all the field links.

Arranges the fields for easier viewing of links.

Resets the links to the default or last-used settings.

The Filter Data Screen

Zaurus Application Partner can filter data before you export it from your Zaurus. This feature ensures that only data within a specific date range or with a specific text string is exported.

After choosing the filtering options, click Next to go the Finish screen, or click Back to return to the Map Fields screen.

The Birthday/Anniversary and Holiday Zaurus applications do not require data filtering. If you are exporting these applications, you will go directly to the Finish screen. Click Finish, and Zaurus Application Partner will export these applications.

This image contains hotspots. Click on an item to get more information.

The screenshot shows a software window titled "Zaurus - Export". Inside, there is a section titled "Zaurus Applications" with a list containing "Appointments" which has a checkmark and an information icon next to it. To the right, the "Filter Data for Appointments - C" section has two main filter options: "Filter on Date" and "Filter on Text". The "Filter on Date" option is checked and includes radio buttons for "All future dates", "This week", "This month", "This year", and "From" (with a date field set to "8/27/96" and a dropdown arrow). The "Filter on Text" option is also checked and includes a dropdown menu set to "Description" and a "Contains" label. At the bottom, there is a tip: "Tip: Click 'From' check box to bring up Calendar". The bottom of the window features four buttons: "Help", "Cancel", "< Back", and "Next".

Zaurus - Export

Zaurus Applications

- Appointments

Filter Data for Appointments - C

Filter on Date

Please Choose the Date Range for:

- All future dates
- This week
- This month
- This year
- From

Filter on Text

Contains

Tip: Click "From" check box to bring up Calendar

The Finish Screen

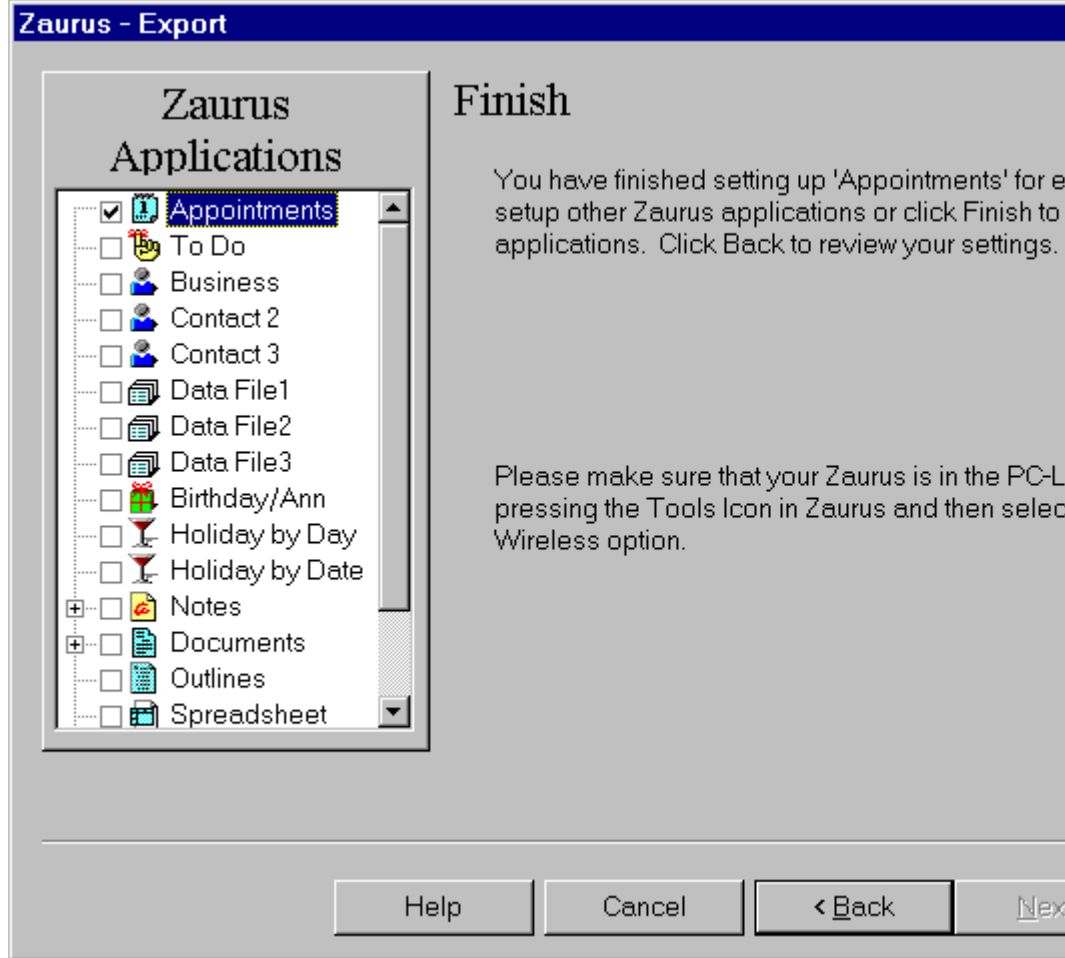
Click Finish to begin exporting your Zaurus data.

If you initially selected several applications to export, you must setup these applications before exporting. If you click Finish before setting up these applications, Zaurus Application Partner will prompt you to do this now.

To setup the next application, simply highlight it in the Zaurus Applications list. Zaurus Application Partner will return to the Select Translator screen.

Before clicking Finish, please ensure that your Zaurus is connected to your PC and is in PC-Link Mode.

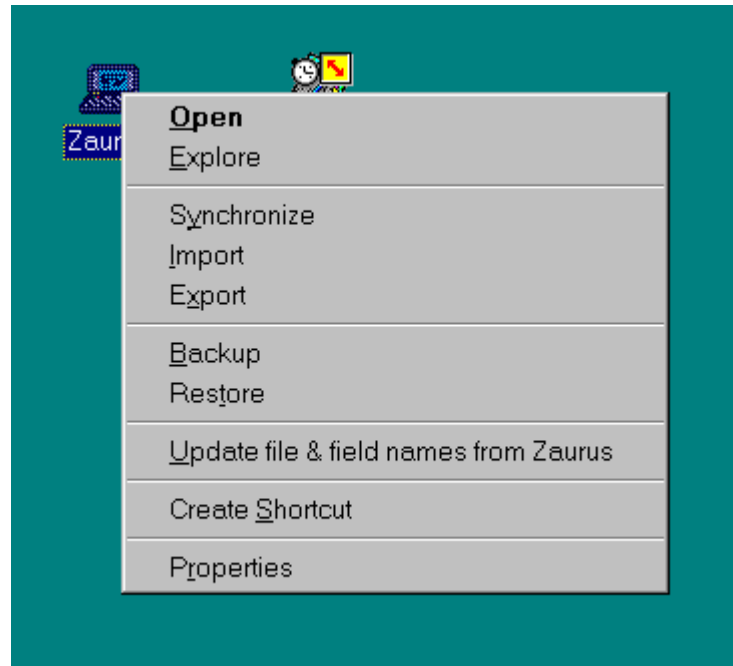
This image contains hotspots. Click on an item to get more information.



Starting Zaurus Application Partner From the Zaurus Icon Popup menu

Zaurus Application Partner will synchronize, import, or export the applications that you used last time you synchronized, imported, or exported.

This image contains hotspots. Click on an item to get more information.



Opens the Zaurus folder and displays the Zaurus applications.

Opens Windows Explorer.

Synchronizes Zaurus data with PIM data in your PC.

Imports PC data to your Zaurus.

Exports Zaurus data to your PC.

Creates a backup file of your Zaurus data on your PC.

Restores the backup file to your Zaurus.

Allows you to notify Zaurus Application Partner of field or file name changes in Contacts and/or Data Files on your Zaurus.

Creates a shortcut to Zaurus Application Partner on your desktop.

Allows you to customize Zaurus Application Partner settings.

Zaurus Application Partner Desktop Folder

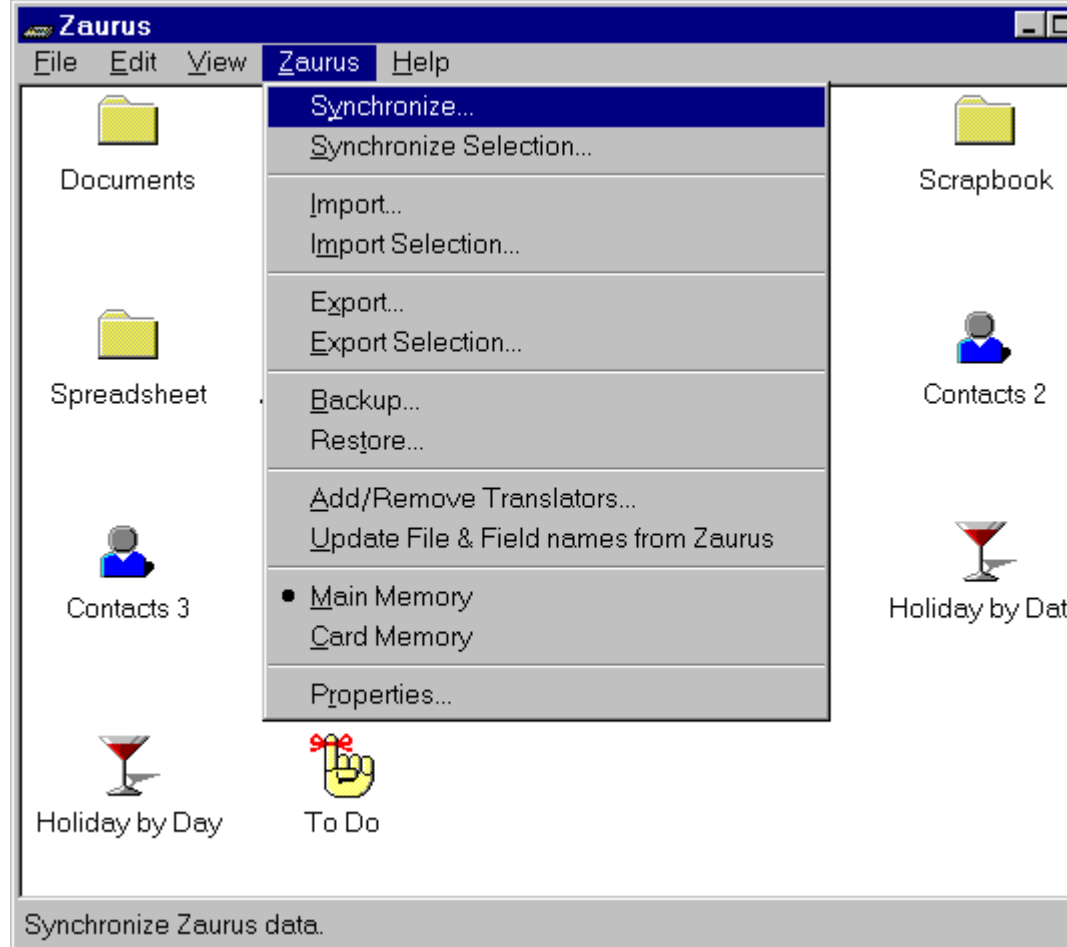
The Zaurus Folder allows you to view the contents of your Zaurus and allows you to start Zaurus Application Partner. You can start Zaurus Application Partner from the pulldown menu or by double-clicking an application(s) or folder. You can also right click an application and choose from a number of different transfer options or drag and drop an application or folder to start Zaurus Application Partner.

This image contains hotspots. Click on an item to get more information.

Zaurus Application Partner Pulldown Menu

The Zaurus pulldown menu allows you to start Zaurus Application Partner by choosing the desired menu option. You can use the menu items from the Zaurus Application Partner Folder on the Desktop or from within Explorer.

This image contains hotspots. Click on an item to get more information.



Synchronizes the last synchronized Zaurus application(s) with a PIM application.

Synchronizes the highlighted Zaurus application(s) with a PIM application.

Imports the last-imported PC file to your Zaurus.

Imports a PC file to the highlighted Zaurus application.

Exports the last-exported Zaurus application(s) to your PC.

Exports the highlighted Zaurus application(s) to your PC.

Backs up Zaurus data to your PC.

Restores backed up data to your Zaurus.

Allows you to add a new translator or remove an already installed translator.

Allows you to notify Zaurus Application Partner of field or file name changes in the Contacts and Data Files Zaurus applications.

Tells Zaurus Application Partner you are working from your Zaurus main memory and allows you to view the contents of main memory.

Tells Zaurus Application Partner you are working from your Zaurus card memory and allows you to view the contents of card memory.

Allows you to customize Zaurus Application Partner settings.

Dragging and Dropping

Dragging and dropping the Zaurus or PIM translator icons, Zaurus applications, or PC files also starts Zaurus Application Partner. The following list describes what happens when you drag and drop icons, applications, or files.

This Object	Dragged here	Does This
Zaurus icon	PIM translator icon	Synchronize, or Export if PIM Translator does Not Support Synchronization
PIM icon	Zaurus icon	Synchronize, or Import if PIM Translator does Not Support Synchronization
Zaurus application	PIM icon	Synchronize, or Export if PIM Translator does Not Support Synchronization
Zaurus application	PC folder or the desktop	Export
PC file	Zaurus application	Import
PC file	Zaurus icon	Import/Restore

{button ,AL('DRAG_DROP_A',0,'', 'glossary')} Related Topics

Changing last-used settings

Each time you use Zaurus Application Partner, it remembers your settings. When you synchronize, import, or export, Zaurus Application Partner will remember the applications and translators you used and will apply them during your next transfer.

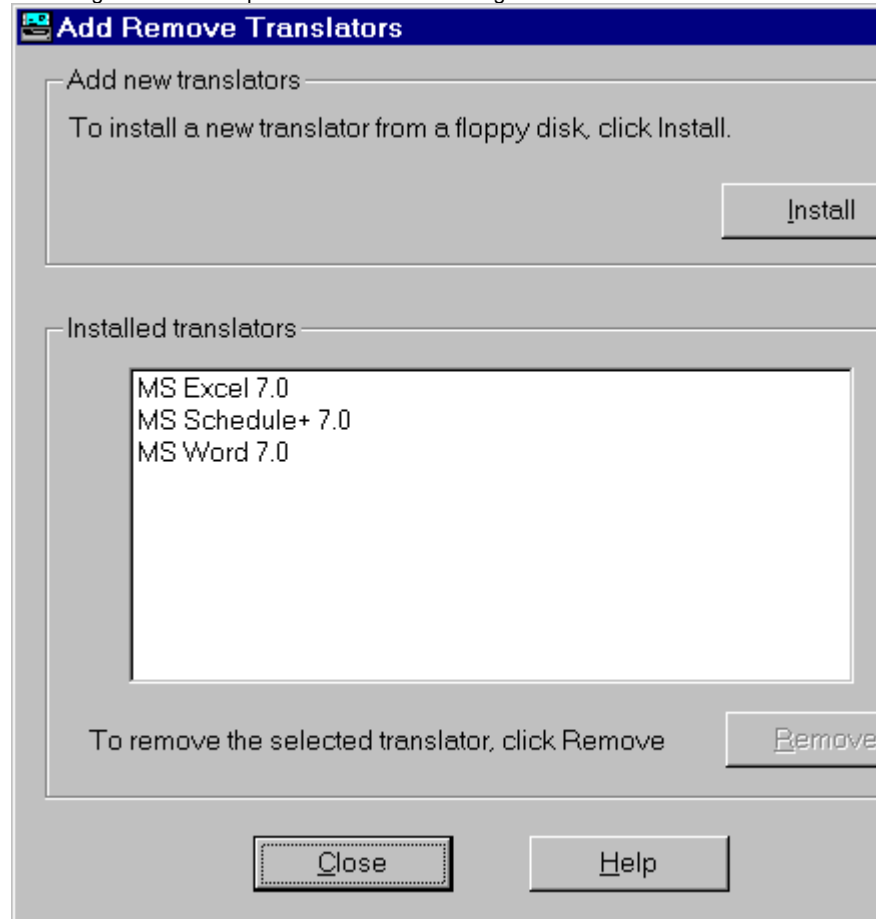
For example, you may synchronize Appointments, Business, and To Do's by highlighting the applications and selecting the Synchronize toolbar button. Zaurus Application Partner will check these items in the Zaurus Applications list and show your PIM translator in the Translator box. Unless you select other applications to synchronize at a later date, Zaurus Application Partner will assume that you typically synchronize Appointments, Business, and To Do and will show these items checked each time you synchronize.

To change these settings ensure that only the applications you want to transfer are checked in the Zaurus Applications list.

Adding/Removing Translators

Zaurus Application Partner allows you to install translators as you need them or as they become available. You may also remove translators that you no longer use.

This image contains hotspots. Click on an item to get more information.



Installs a new translator

Removes the selected translator

Lists the installed translators

Closes the Add Remove Translator dialog box

Choosing Advanced Settings

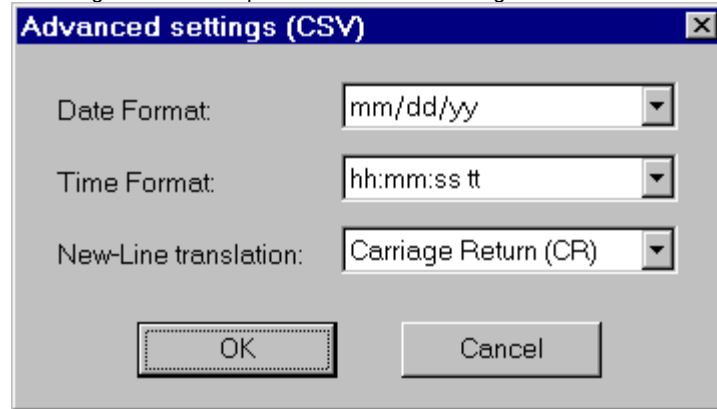
Some translators have advanced settings that are required or useful for transfer or synchronization operations. For instance, MS Schedule+ advanced settings allow you the option to choose the field in Schedule+ to put the Zaurus Contacts/Data File name which allows you to transfer your Schedule+ information into multiple Contact/Data Files. This option also allows you to ensure that your Zaurus data, once synchronized with Schedule+, gets placed correctly in your Zaurus. Other translators allow you to choose the time, date or new line formats for importing and exporting data.

`{button ,AL(^ADVANCED_SETTINGS_A',0,'"','main')}` [Click here for additional advanced settings information](#)

CSV Advanced Settings

The CSV translator allows you to select the time, date or new line formats for importing and exporting data. When importing a CSV file the time and date settings are required for Zaurus Application Partner to properly transfer the data and perform CSV file data validation. When exporting a Zaurus application to a CSV file, the time and date settings allow you to select the format you want your time and date fields exported to. New-line format settings allow Zaurus Application Partner to properly convert the selected character to a new line character in Zaurus.

This image contains hotspots. Click on an item to get more information.



Advanced settings (CSV)

Date Format: mm/dd/yy

Time Format: hh:mm:ss tt

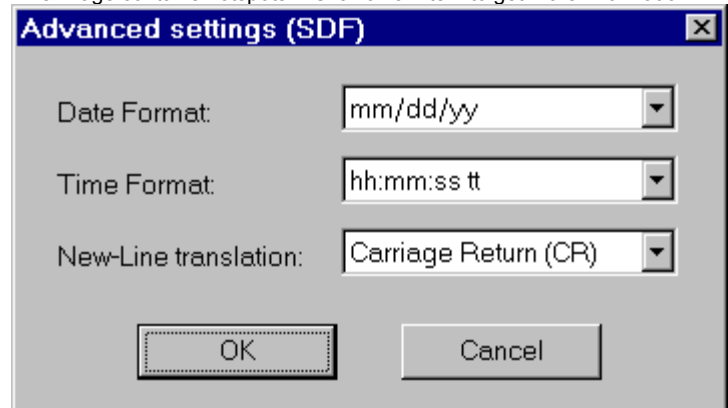
New-Line translation: Carriage Return (CR)

OK Cancel

SDF Advanced Settings

The SDF translator allows you to select the time, date or new line formats for importing and exporting data. When importing an SDF file the time and date settings are required for Zaurus Application Partner to properly transfer the data and perform SDF data validation. When exporting a Zaurus application to an SDF file, the time and date settings allow you to select the format you want your time and date fields exported to. New-line format settings allow Zaurus Application Partner to properly convert the selected character to a new line character in Zaurus.

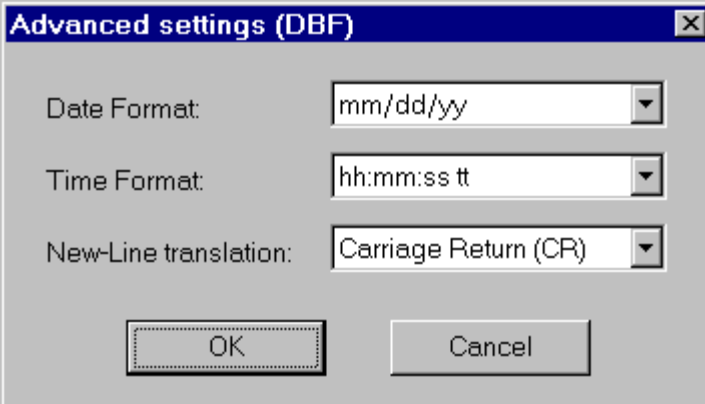
This image contains hotspots. Click on an item to get more information.



DBF Advanced Settings

The DBF translator allows you to select the time, date or new line formats for importing and exporting data. When importing a DBF file the time and date settings are required for Zaurus Application Partner to properly transfer the data and perform DBF data validation. When exporting a Zaurus application to a DBF file, the time and date settings allow you to select the format you want your time and date fields exported to. New-line format settings allow Zaurus Application Partner to properly convert the selected character to a new line character in Zaurus.

This image contains hotspots. Click on an item to get more information.



Advanced settings (DBF) [X]

Date Format: mm/dd/yy

Time Format: hh:mm:ss tt

New-Line translation: Carriage Return (CR)

OK Cancel

When importing, this allows Zaurus Application Partner to recognize whether a field contains a time and correctly transfer it to a time field in your Zaurus. When exporting, this allows you to choose the exported format of any time fields.

When importing, this allows Zaurus Application Partner to recognize whether a field contains a date and correctly transfer it to a date field in your Zaurus. When exporting, this allows you to choose the exported format of any date fields.

When importing or exporting this allows Zaurus Application Partner to correctly translate new line formats.

MS Schedule + 7.0 Advanced Settings

MS Schedule+ 7.0 has a number of advanced settings specific to the application. These settings are required to allow you to synchronize data between Zaurus and Schedule+.

This image contains hotspots. Click on an item to get more information.

The screenshot shows the 'Advanced Settings' dialog box with a blue title bar. It contains three sections: 'Conflicts in data synchronization' with two radio buttons ('Resolve all conflicts manually' is selected), 'Contacts' with a dropdown menu set to 'User1' and a checkbox for 'Send Schedule+ contacts data that have no contacts/data file ID into Zaurus', and a checkbox for 'Display delete confirmation dialog'.

{button ,AL(^SYNCH_MULTCONT_SCH_A',1,'',`gl
ossary')}} Related Topics

Resolving MS Schedule+ 7.0 Conflicts Automatically or Manually

This option determines whether Schedule+ conflicts in data are handled manually or automatically. If you select *Resolve all conflicts manually*, Zaurus Application Partner will provide a Resolve Conflicts screen where you can tell Zaurus Application Partner how to resolve data conflicts. If you select *Resolve all conflicts automatically*, Zaurus Application Partner will resolve data conflicts based on which application (Zaurus or Schedule+) you update most frequently.

If conflicts in data arise, Zaurus Application Partner will offer recommendations to resolve the conflicts based on which application you update most frequently. If you have told Zaurus Application Partner to resolve conflicts automatically, the program will make the necessary changes to resolve conflicts based on which application you update most frequently.

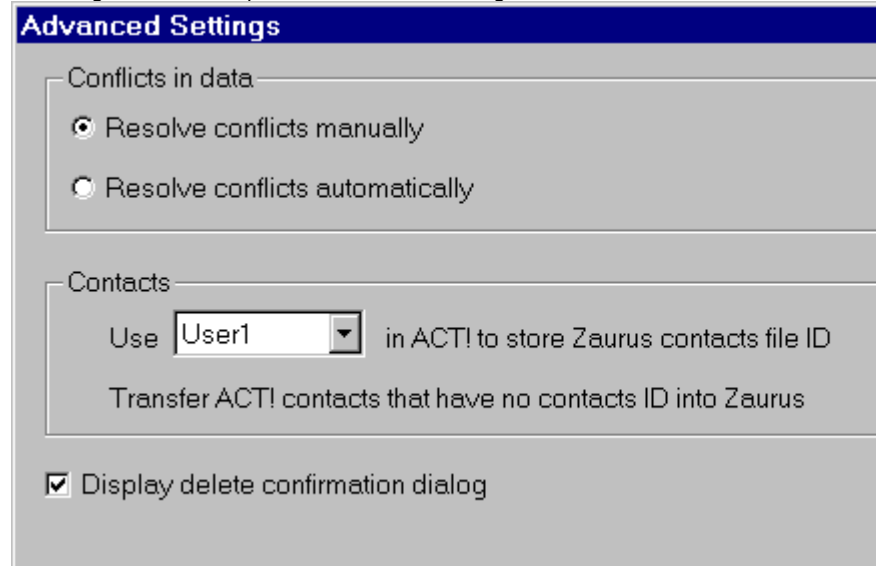
Use this feature to tell Zaurus Application Partner where to store your Zaurus Contacts/Data Files ID in Schedule+ (i.e., in User 1, 2, 3, or 4). You may also tell Zaurus Application Partner where to transfer Schedule+ Contacts that have no Contacts/Data File ID in your Zaurus (i.e., into Business, Contacts 2, or Contacts 3).

Check this box if you want Zaurus Application Partner to provide a confirmation dialog box before a deletion occurs.

Symantec ACT! 2.04 Advanced Settings

Symantec ACT! 2.04 has a number of advanced settings specific to the application. These settings are required to allow you to synchronize data between Zaurus and ACT!

This image contains hotspots. Click on an item to get more information.



The screenshot shows the 'Advanced Settings' dialog box with a blue title bar. It is divided into three sections:

- Conflicts in data:** Contains two radio buttons: 'Resolve conflicts manually' (selected) and 'Resolve conflicts automatically'.
- Contacts:** Contains a text field 'Use' followed by a dropdown menu showing 'User1', and the text 'in ACT! to store Zaurus contacts file ID'. Below this is the text 'Transfer ACT! contacts that have no contacts ID into Zaurus'.
- Display delete confirmation dialog:** A checked checkbox.

{button ,AL('SYNCH_MULTCONT_ACT_A',1,'','gl
ossary')} Related Topics

Resolving Symantec ACT! 2.04 Conflicts Automatically or Manually

This option determines whether ACT! conflicts in data are handled manually or automatically. If you select *Resolve conflicts manually*, Zaurus Application Partner will provide a Resolve Conflicts screen where you can tell Zaurus Application Partner how to resolve data conflicts. If you select *Resolve conflicts automatically*, Zaurus Application Partner will resolve data conflicts based on which application (Zaurus or ACT!) you update most frequently.

If conflicts in data arise, Zaurus Application Partner will offer recommendations to resolve the conflicts based on which application you update most frequently. If you have told Zaurus Application Partner to resolve conflicts automatically, the program will make the necessary changes to resolve conflicts based on which application you update most frequently.

Use this feature to tell Zaurus Application Partner where to store your Zaurus Contacts/Data Files ID in ACT! (i.e., in User 1, 2, 3, or 4). You may also tell Zaurus Application Partner where to transfer ACT! Contacts that have no Contacts/Data File ID in your Zaurus (i.e., into Business, Contacts 2, or Contacts 3).

Check this box if you want Zaurus Application Partner to provide a confirmation dialog box before a deletion occurs.

Schedule+ 7.0 Default Mapping

Zaurus Application Partner provides you with default field maps for:

[Contacts](#)(Business, Contacts 2, Contacts 3, and Data Files 1-3)
[Appointments, Anniversaries, Birthdays and Schedule+ Annual Events and To Do.](#)

These field maps link similar data fields in Schedule+ and your Zaurus. For example, "Title" in Schedule+ maps to "Position" in your Zaurus' Business application. Zaurus Application Partner also allows for multiple field links. For example, "First Name" and "Last Name" data fields in Schedule+ map to the single data field "Name" in your Zaurus.

{button ,AL(^SCH_PLUS_MAP_A',0,'" ; glossary')} Related Topics

Zaurus Contacts (Business, Contacts 2, Contacts 3) and Schedule+ Contacts Default Field Map

Zaurus		Schedule+
Name (Field 1)	=	Last Name, [SP] First Name,
Company (Field 2)	=	Company
Office# (Field 3)	=	Business Phone
Ext/Direct (Field 4)	=	Business Phone 2
Fax# (Field 5)	=	Fax Phone
Home# (Field 6)	=	Home Phone
Other# (Field 7)	=	Home Phone 2
Position (Field 8)	=	Title
Department (Field 9)	=	Department
Address (Field 10)	=	Business Address [CR] Business City, [SP] Business State [SP] {SP} Business Postal Code [CR] Business Country
E-Mail ID 2 (Field 12)	=	Pager Phone
User 1 (Field 13)	=	User 1
User 2 (Field 14)	=	User 2
User 3 (Field 15)	=	User 3
User 4 (Field 16)	=	User 4
Secret	=	Private

All Zaurus and Schedule+ fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(`SCH_PLUS_MAP_A`,0,` , `glossary')} Related Topics

Zaurus To Do and Schedule+ Tasks and Projects Default Field Map

Zaurus		Schedule+
Due Date	=	End Date
Priority	=	Priority
Description	=	Description
Done	=	Done
Label 1	=	Project
Secret	=	Private

All Zaurus and Schedule+ fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(^SCH_PLUS_MAP_A',0,'" ,glossary')} Related Topics

Zaurus Appointments and Schedule+ Appointments Default Field Map

Zaurus		Schedule+
Date	=	Start Date
Description	=	Description : [SP] Where
Start Time	=	Start Time
End Time	=	End Time
Alarm	=	Reminder
Alarm Time	=	Reminder Time
Secret	=	Private

All Zaurus and Schedule+ fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(`SCH_PLUS_MAP_A',0,"",`glossary')} Related Topics

Zaurus Birthday/Ann and Schedule+ Events and Annual Events Default Field Map

Zaurus		Schedule+
Date (without year)	=	Start Date
Description	=	Description
Remind	=	Reminder
Secret	=	Private

All Zaurus and Schedule+ fields not shown do not have default field links

{button ,AL(^SCH_PLUS_MAP_A',0,'" ; glossary')} Related Topics

Symantec ACT! 2.04 Default Mapping

Zaurus Application Partner provides you with default field maps for:

[Contacts](#)(Business, Contacts 2, Contacts 3)

[Data Files](#)

[ACT Meetings](#),

[ACT Calls](#) and

[To Do's](#).

These field maps link similar data fields in ACT! and your Zaurus. For example, "Title" in ACT! maps to "Position" in your Zaurus' Business application. Zaurus Application Partner also allows for multiple field links. For example, "Address 1", "Address 2", "Address 3", "City", "State" and "ZIP" data fields in ACT! map to the single data field "Address" in your Zaurus.

{button ,AL(^ACT_MAP_A',0,'"','glossary')} Related Topics

Zaurus Contacts (Business, Contacts2, Contacts3) and ACT! Address Default Field Map

Zaurus		ACT!
Name (Field 1)	=	Contact
Company (Field 2)	=	Company
Office # (Field 3)	=	Phone
Ext/Direct (Field 4)	=	Ext
Fax # (Field 5)	=	Fax , [SP] Ext
Home # (Field 6)	=	Home Phone , [SP] Ext
Position (Field 8)	=	Title
Address (Field 10)	=	Address [CR] Addr1 [CR] Addr2 [CR] City, [SP] State [SP][SP] Zip Code
E-Mail ID 1 (Field 11)	=	E-mail System
E-Mail ID 2 (Field 12)	=	E-mail ID
User 1 (Field 13)	=	User 1
User 2 (Field 14)	=	User 2
User 3 (Field 15)	=	User 3
User 4 (Field 16)	=	User 4
Secret	=	Access

All Zaurus and ACT! fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL('ACT_MAP_A',0,'','glossary')} Related Topics

Zaurus To Do and ACT! To Do Default Field Map

Zaurus		ACT!
Due Date	=	Date
Priority	=	Priority
Description	=	Regarding --- Contact
Done	=	Completed
Secret	=	Private

All Zaurus and ACT! fields not shown do not have default field links

Default separators are shown in bold.

{button ,AL(^ACT_MAP_A',0,'"','glossary')} Related Topics

Zaurus Appointments and ACT! Meeting Default Field map

Zaurus		ACT!	Comments
Date	=	Date	
Start Time	=	Start Time	
End Time	=	End Time	If To Time is mapped to Due Time Zaurus Application Partner will calculate the duration for the ACT Meeting.
Description	=	Regarding --- Contact	
Alarm	=	Alarm Flag	
Alarm Time	=	Alarm Time	If the Lead time in ACT! is within the day, the alarm will be set to the calculated time. If it exceeds the day, no alarm will be set in Zaurus. However the ACT lead time will be preserved during synchronization.
Secret	=	Flags	

All Zaurus and ACT! fields not shown do not have default field links

Default separators are shown in bold.

{button ,AL(^ACT_MAP_A',0,'"','glossary')} Related Topics

Zaurus Appointments and ACT! Call Default Field Map

There is no mapping screen available for CALL. However, in the Advanced Settings dialog for appointments there is a check box available asking if you want to transfer Calls with Meetings. If that is checked, then you can include the Contacts name and number in the Zaurus description field.

{button ,AL(^ACT_MAP_A',0,'" `glossary')} Related Topics

Zaurus Data Files 1-3 and ACT! Address Default Field Map

Zaurus		ACT!
Field 1	=	Contact
Field 2	=	Company
Field 3	=	Phone
Field 4	=	Ext
Field 5	=	Fax , [SP] Ext
Field 6	=	Home Phone , [SP] Ext
Field 8	=	Title
Field 10	=	Address [CR] Addr1 [CR] Addr2 [CR] City, [SP] State [SP][SP] Zip Code
Field 11	=	E-mail System
Field 12	=	E-mail id
Field 13	=	User 1
Field 14	=	User 2
Field 15	=	User 3
Field 16	=	User 4
Secret	=	Access

All Zaurus and ACT! fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(^ACT_MAP_A',0,','',glossary')} Related Topics

GoldMine 95 Default Mapping

Zaurus Application Partner provides you with default field maps for:

[Contacts](#)(Business, Contacts 2, Contacts 3)

[To Do/GoldMine Activities ToDo](#),

[To Do/GoldMine Other Activities](#) and

[Appointments](#).

These field maps link similar data fields in GoldMine95 and your Zaurus. For example, "Title" in GoldMine95 maps to "Position" in your Zaurus' Business application. Zaurus Application Partner also allows for multiple field links. For example, "Contact First Name" and "Last Name" data fields in GoldMine map to the single data field "Name" in your Zaurus.

{button ,AL(`GOLDMINE_MAP_A',0,"",`glossary')} Related Topics

Zaurus Contacts (Business, Contacts2, Contacts3) and GoldMine 95 Contacts Default Field Map

Zaurus		GoldMine
Name (Field 1)	=	Contact
Company (Field 2)	=	Company
Office # (Field 3)	=	Phone 1
Ext/Direct (Field 4)	=	Ext
Fax # (Field 5)	=	Fax : Ext
Home # (Field 6)	=	Phone 2 : Ext
Other # (Field 7)	=	Phone 3 : Ext
Position (Field 8)	=	Title
Department (Field 9)	=	Dept
Address (Field 10)	=	Address[CR] My Address[CR] City ,[SP] State[SP][SP] Zip [CR] Country
User 1 (Field 13)	=	Sales Person
User 2 (Field 14)	=	Contact Type
User 3 (Field 15)	=	Industry
User 4 (Field 16)	=	SIC Code

All Zaurus and GoldMine 95 fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(`GOLDMINE_MAP_A',0,'"','glossary')}} Related Topics

Zaurus To Do and GoldMine 95 Activities-To-do Default Field Map

Zaurus		GoldMine
Field Names		Field Names
Priority	=	Priority
Description	=	To-do
Label 1	=	Activity
Secret	=	Private

All Zaurus and GoldMine 95 fields not shown do not have default field links

{button ,AL('GOLDMINE_MAP_A',0,'', 'glossary')} Related Topics

Zaurus To Do and GoldMine 95 Activities (Next Action, Other Action, Appointment, Call Back) Default Field Map

Zaurus		GoldMine
--------	--	----------

Description	=	Reference
Secret	=	Private

All Zaurus and GoldMine 95 fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(^GOLDMINE _MAP_A',0,'',`glossary')} Related Topics

Zaurus Appointments and GoldMine 95 Activities (Appointment, Next Action, Other Action, Call) Default Field Map

Zaurus

Gold Mine

Date	=	Start Date
Description	=	Reference : [SP] Contact Name
Start Time	=	Start Time
End Time	=	End Time
Alarm	=	Alarm Flag
Alarm Time	=	Alarm Time
End Time	=	End Time
Secret	=	Private

All Zaurus and GoldMine 95 fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL(^GOLDMINE_MAP_A',0,'"','glossary')} Related Topics

Lotus Organizer 97 Default Mapping

Zaurus Application Partner provides you with default field maps for:

Contacts(Business, Contacts 2, Contacts 3)

To Do,

Appointments/GoldMine Calendar

Appointments/GoldMine Call _Birthday/Anniversary and

Holiday by Date.

These field maps link similar data fields in Organizer 97 and your Zaurus. For example, "Business Tel 1" in Organizer 97 maps to "Office #" in your Zaurus' Business application. Zaurus Application Partner also allows for multiple field links. For example, "First Name", "Last Name" and "Title" data fields in Organizer 97 map to the single data field "Name" in your Zaurus.

{button ,AL(^ORGANIZER_MAP_A',0,'" ; glossary')} Related Topics

Zaurus Contacts (Business, Contacts2, Contacts3) and Lotus Organizer 97 Address Default Field Map

Zaurus

Organizer 97

Name (Field 1)	=	Last Name , [SP] First name [SP] Title
Company (Field 2)	=	Company
Office # (Field 3)	=	Phone
Ext/Direct (Field 4)	=	Ext
Fax # (Field 5)	=	Fax
Home # (Field 6)	=	Home Phone
Other # (Field 7)	=	Tel 2
Position (Field 8)	=	Job Title
Address (Field 10)	=	Street ; [CR] City , [SP] State [SP][SP] Zip [CR] Country
E-Mail ID 1 (Field 11)	=	E-Mail
E-Mail ID 2 (Field 12)	=	Home Email
User 1 (Field 13)	=	Business Notes
User 2 (Field 14)	=	Home Street ; [CR] Home City , [SP] Home State [SP][SP] Home Zip [CR] Home Country
User 3 (Field 15)	=	Home Notes
User 4 (Field 16)	=	Business Assistant
Secret (Field 17)	=	Confidential

All Zaurus and Organizer 97 fields not shown do not have default field links

Default separators are shown in bold. **[SP]** = Space **[CR]** = Carriage Return

{button ,AL('ORGANIZER_MAP_A',0,'','glossary')} Related Topics

Zaurus To Do and Lotus Organizer 97 To Do Default Field Map

Zaurus		Organizer 97
Due Date	=	Due, Completed Date
Priority	=	Priority
Description	=	Description
Labels	=	Categories
Done	=	Status
Secret	=	Confidential

All Zaurus and Organizer 97 fields not shown do not have default field links

Default separators are shown in bold.

{button ,AL(^ORGANIZER_MAP_A',0,"", 'glossary')} Related Topics

Zaurus Appointments and Lotus Organizer 97 Calendar Default Field Map

<u>Zaurus</u>		<u>Organizer 97</u>
Date	=	Date
Start Time	=	Time
End Time	=	To Time
Description	=	Description
Secret	=	Confidential
Alarm Time	=	Alarm Time
Alarm	=	Alarm Flag

All Zaurus and Organizer 97 fields not shown do not have default field links

{button ,AL(^ORGANIZER_MAP_A',0,'" ; glossary')} Related Topics

Zaurus Appointments and Lotus Organizer 97 Call Default Field Map

Zaurus

Organizer 97

Date	=	Date
Start Time	=	Time
End Time	=	To Time
Description	=	Description
Secret	=	Confidential
Alarm Time	=	Alarm Time
Alarm	=	Alarm Flag

All Zaurus and Organizer 97 fields not shown do not have default field links

{button ,AL(^ORGANIZER_MAP_A',0,'" ; glossary')} Related Topics

Zaurus Birthday/Ann and Lotus Organizer 97 Anniversary Default Field Map

<u>Zaurus</u>		<u>Organizer 97</u>
---------------	--	---------------------

Date	=	Start Date
Description	=	Description
Secret	=	Confidential
Days before	=	Alarm Time
Remind	=	Alarm Flag

All Zaurus and Organizer 97 fields not shown do not have default field links

{button ,AL(`ORGANIZER_MAP_A',0,"", `glossary')} Related Topics

Zaurus Holiday by Date and Lotus Organizer 97 Anniversary Default Field Map

<u>Zaurus</u>		<u>Organizer 97</u>
---------------	--	---------------------

Date	=	Start Date
Description	=	Description
Secret	=	Confidential

All Zaurus and Organizer 97 fields not shown do not have default field links

{button ,AL(`ORGANIZER_MAP_A',0,"", `glossary')} Related Topics

Word 7.0 Translator

Zaurus Application Partner's Word translator imports and exports documents to and from your Zaurus. You may import several Word documents to your Zaurus from your PC. Likewise, you may export several Zaurus documents into Word.

{button ,AL('WORD_TRANS_LIM_A',0,'','glossary')} [Related Topics](#)

Zaurus Application Partner Translator File Formats by Application

Format =>	CSV	SDF	DBF	TXT	RTF	DOC 6/7	XLS4	XLS5/7	BMP	No translation
Application										
Appointment	X	X	X							
Birthday/Ann	X	X	X							
Holiday	X	X	X							
To Do	X	X	X							
Contacts	X	X	X							
Data Files	X	X	X							
Notes									X ¹	
Documents				X	X	X				
Outlines					X					
Spreadsheet							X	X		
Scrapbook									X	
PC Files										X

1 Export only. Notes entries exported to BMP format cannot be imported back into the Notes application.

BMP (Windows Bitmap) Files

BMP files can be imported or exported from Zaurus Scrapbook or exported from Zaurus Notes. Notes entries exported to BMP format cannot be imported back into the Notes application. When importing into Scrapbook, the image will be cropped to 256x200 and converted to black & white.

CSV (Comma Separated Values) Files

The following Zaurus applications can be imported from and exported to CSV files:

- Appointment
- Birthday/Ann
- Holiday
- To Do
- Contacts
- Data Files

CSV files are comma separated text files which can be imported into most database applications. The Zaurus application field names can be exported as the first line (record) of the CSV file. This allows you to automatically create field names when importing a CSV file into a database program. Zaurus Application Partner also supports date formatting & Boolean formatting (True/False, Yes/No and 0/1).

SDF (Standard Delimited Format) Files

The following Zaurus applications can be imported from and exported to SDF files:

- Appointment
- Birthday/Ann
- Holiday
- To Do
- Contacts
- Data Files

SDF files are comma separated text files which can be imported into most database applications. The Zaurus application field names can be exported as the first line (record) of the SDF file. This allows you to automatically create field names when importing a SDF file into a database program. Zaurus Application Partner also supports date formatting & Boolean formatting (True/False, Yes/No and 0/1).

DBF (dBase File Format) Files

The following Zaurus applications can be imported from and exported to DBF files:

- Appointment
- Birthday/Ann
- Holiday
- To Do
- Contacts
- Data Files

dBase format files can be imported into most database programs. You can also make use of an existing DBF structure and append data to existing files. When exporting to dBase IV format, you can select whether internal or external memo files will be used. dBase III+ and dBase IV formats are supported. When importing, the version is auto-detected. When exporting, the version is selectable.

TXT (ASCII Text) File

Zaurus Documents and Outlines can be imported from and exported to ASCII text files. When importing into Documents, if the file is too big, it will be broken into as many parts as necessary and imported into separate Documents entries. Each associated entry will have its title modified to reflect the association. For example, "Proposal - 1/3", "Proposal - 2/3", "Proposal - 3/3".

When importing into Outlines, topics and entire files that are too big will be broken up if too big for a single Outline.

{button ,AL(^TXT_TRANS_LIM',1,"",`glossary')} Text Translator Limitations

RTF (Rich Text Format) Files

Zaurus Documents can be exported to and imported from RTF files. Embedded bitmaps are supported only for export. If the file is too big, it will be broken into as many parts as necessary and imported into separate Documents entries. Each associated entry will have its title modified to reflect the association. For example, "Proposal - 1/3", "Proposal - 2/3", "Proposal - 3/3".

{button ,AL(`RTF_TRANS_LIM',0,"",`glossary')} Related Topics

XLS (Excel) Files Spreadsheets

Zaurus Spreadsheets can be exported to or imported from Microsoft Excel 4.0, Excel 5.0 and Excel 7.0 spreadsheets. Zaurus Application Partner even allows you to import Excel spreadsheets from Excel workbooks with multiple sheets. These spreadsheets will be imported as separate Zaurus spreadsheets. When exporting a spreadsheet to the PC, you can either create a new worksheet, overwrite an existing worksheet or add a worksheet to an existing workbook. When importing Excel worksheets, you will be warned if the worksheet contains more rows and/or columns than the Zaurus Spreadsheet application can access. You may elect to ignore the warning and continue with the import. Cell links between worksheets are ignored.

{button ,AL('EXCEL_TRANS_LIM',1,'','glossary')} Excel Translator Limitations

DOC (Word Document) Files

Documents can be exported to and imported from Microsoft Word 6.0 and 7.0 documents. Embedded bitmaps are only supported for export. Depending on your preference, large files can either be truncated to fit into a single Document on Zaurus or split into many Document files. When importing, tables are converted to tabbed text.

{button ,AL('WORD_TRANS_LIM',0,"",`glossary')} Related Topics

PC Files

PC files can be imported to and exported from your Zaurus. These files are not converted when importing or exporting.

Click the Next button to go to the next Zaurus Application Partner Wizard screen.

Click the Back button to go to the previous Zaurus Application Partner Wizard screen.

Click the Cancel button to cancel the current Zaurus Application Partner transfer operation.

Click the Finish button to finish the current Zaurus Application Partner transfer operation.

Click the Help button to get help on the current Zaurus Application Partner Wizard screen.

Click the OK button to accept the settings as shown.

Click the Cancel button to cancel any changes you have made.

Click the Browse button to change the source or target directory or file name.

Click the Quick View button if you have [Quick View installed](#) to quickly view the selected file. Quick View will allow you to view SDF, CSV, BMP, DBF, Word, Excel, RTF and TXT files.

GoldMine Translator Limitations

The GoldMine translator has the following limitations:

1. Cannot store Appointments longer than 16 hrs 39 minutes in GoldMine
2. All activities are exported as unlinked activities.
3. If you Export from your Zaurus to GoldMine 95 in overwrite mode, GoldMine does not physically delete the existing GoldMine records. They will be checked as deleted and will not be visible. You must pack and rebuild your GoldMine database to physically delete these records.
4. If you are exporting more than one Zaurus Application to one GoldMine database in overwrite mode, only the data from one Application will be exported from your Zaurus.

Schedule+ Translator Limitations

The Schedule+ translator has the following limitations:

1. Any multi-day Schedule+ Appointments will be changed to a single day Appointment in your Zaurus.
2. Monthly goals in Zaurus will be transferred to Schedule+ as a To Do on the last day of the month. If this record is modified in Schedule+, it is changed as a ToDo entry in your Zaurus.

ACT! Translator Limitations

The ACT! translator has the following limitations:

1. Zaurus Application Partner cannot store Contact names which have more than one line in ACT!
2. ACT! databases are only date stamped to the nearest minute. Therefore, if you finish a synchronization, then modify an ACT! record and synchronize again within the same minute, Zaurus Application Partner will not transfer this information to your Zaurus.
3. If you are exporting more than one Zaurus Application to one ACT! database in overwrite mode, only the data from one Application will be exported from your Zaurus.

Transferring To Do and Appointments to and from ACT!

When you are synchronizing or exporting Appointments or To Do between your Zaurus and ACT!, Zaurus Application Partner will append the ACT! Contact to the Zaurus Appointment or To Do description separated by three dashes (---). If your ACT! Appointment or To Do is associated with My Record, Zaurus Application Partner will not append My Record to your Zaurus Appointment or To Do description. If a Zaurus Appointment or To Do has a Contact appended to the description that is not in the ACT! database or has a duplicate record in the ACT! database, the Contact name will be appended to the ACT! Reference and the Appointment or To Do will be associated with My Record.

A Zaurus Appointment or To Do associated with a Zaurus Contact will lose the Contact link in the ZR-5000 series. A Zaurus Appointment or To Do associated with a Zaurus Contact will keep the Contact link in the ZR-3000 series.

Saving the Organizer 97 Database Password

The password for an Organizer 97 database is valid only for current session. If you do not want the password information to be asked every session, you can do so by clicking save password checkbox in password dialog.

Where are Zaurus To Do and Monthly Goals shown in Organizer 97

Zaurus To Do and Monthly Goals appear on the current and future tabs of Organizer 97 To Do section based on due date.

Organizer 97 Translator Limitations

The Organizer 97 Translator has the following limitations:

1. Organizer 97 section name cannot contain a comma.
2. Except for To Do, only the first category of an Organizer 97 record can be mapped to a Zaurus field.
3. In To Do, only the first 5 categories of the Organizer 97 record can be mapped to 5 labels of Zaurus record.
4. While importing Zaurus Appointments to Organizer 97 calendar or calls section, Alarm will be set on the same date as appointment date.
5. While importing Zaurus Birthday/Ann to Organizer 97 anniversary section, alarm within a day will be set to 1 day and anything more to 1 week.
6. Priorities 0, 1, 2 and 3 of Zaurus To Do are mapped to priorities 0, 1, 2 and 3 of Organizer 97 To Do respectively. Any other priority is mapped to priority 3 of Organizer 97 record.
7. If you are exporting more than one Zaurus Application to one Organizer 97 database in overwrite mode, only the data from one Application will be exported from your Zaurus.

Importing Large Word Documents into your Zaurus

1. Word documents larger than 16K (text size) can be imported into Zaurus as multiple documents. This is done automatically. If the document text is larger than 16K, the translator will offer you either to truncate the document and send the first part or to split the document into multiple Zaurus documents.
2. Tables are imported as tab delimited text.
3. While using the Word translator keep the Word window minimized if Word is active.
4. Bold, Underline and Italics are supported for character formats.
5. Paragraph left, right and first indents are preserved.
6. Paragraph alignment is supported
7. Bitmaps contained documents can only be exported.

Word Translator Limitations

1. Bitmaps are supported for import into Zaurus documents.
2. Tabs and Font settings are not supported.
3. The bytes transferred shown on the Export, Import and Synchronization Status dialog box, will be greater than the actual PC file size.

Importing Large RTF Documents

1. RTF documents larger than 16K (text size) can be imported into Zaurus as multiple documents. This is done automatically. If the document text is larger than 16K, the translator will offer you either to truncate the document and send the first part or to split the document into multiple Zaurus documents.
2. Tables are imported as tab delimited text.
3. Bold, Underline and Italics are supported for character formats.
4. Paragraph left, right and first indents are preserved.
5. Paragraph alignment is supported

RTF Translator Limitations

1. Bitmaps contained documents can only be exported. Bitmaps are not supported for import into Zaurus documents.
2. Tabs and Font settings are not supported.
3. The bytes transferred shown on the Export, Import and Synchronization Status dialog box, will be greater than the actual PC file size.

Importing TXT Files

1. TXT documents larger than 16K (text size) can be imported into Zaurus as multiple documents. This is done automatically. If text is larger than 16K, the translator will allow you to either to truncate the document and send the first part or to split the document into multiple Zaurus documents.

Quickly Importing Documents

1. If you don't use any character formatting or paragraph formatting, the fastest way to transfer documents between your PC and Zaurus is using TXT translator

TXT Translator Limitations

1. No character and paragraph formatting is supported.
2. The bytes transferred shown on the Export, Import and Synchronization Status dialog box, will be greater than the actual PC file size.

Excel Translator Limitations

1. Zaurus spreadsheet does not support all the functions of Excel worksheet. So if you use any advanced functions they will not be imported into Zaurus spreadsheet.
2. The bytes transferred shown on the Export, Import and Synchronization Status dialog box, will be greater than the actual PC file size.

Mapping Schedule+ and Zaurus To Do Done Field

The Zaurus Application Partner default map for Schedule+ and Zaurus To Do, links the Zaurus Done field with Schedule+ Done. You also can map the Schedule+ Percentage Complete field to some Zaurus field. If you do this you should be aware that, when exporting data to Schedule+, the value of the Done field will determine the value of the Percentage Complete field (0% or 100%).

Storing Zaurus Contact File IDs in Schedule+

The Zaurus has three Contact and three Data Files. However, Schedule+ has only one Contact file. In order for Zaurus Application Partner to properly synchronize Schedule+ data with your Zaurus, it must keep track of the source of Zaurus Contact/Data File data (Contact 1, Contact 2, etc.). Zaurus Application Partner does this by creating a Contact/Data File ID (C1, C2, C3, D1, D2, D3) in one of the Schedule+ Contacts fields.

The Schedule+ Contact field may also contain data. Zaurus Application Partner will place a separator between the existing data and the Contact ID, for example "C1; My user1 information".

In addition, if you Export, Zaurus Application Partner will also keep track of the source of the Zaurus data. However, you cannot change the Schedule+ field where the Contact ID is stored from the Export screens. Zaurus Application Partner will use either the default Schedule+ field (User1) or will use your settings set during a previous synchronization.

Storing Zaurus Contact File IDs in ACT! 2.x

The Zaurus has three Contact and three Data Files. However, ACT! has only one Contact file. In order for Zaurus Application Partner to properly synchronize ACT! data with your Zaurus, it must keep track of the source of Zaurus Contact/Data File data (Contact 1, Contact 2, etc.). Zaurus Application Partner does this by creating a Contact/Data File ID (C1, C2, C3, D1, D2, D3) in one of the ACT! Contacts fields.

The ACT! Contact field may also contain data. Zaurus Application Partner will place a separator between the existing data and the Contact ID, for example "C1; My user1 information".

In addition, if you Export, Zaurus Application Partner will also keep track of the source of the Zaurus data. However, you cannot change the ACT! field where the Contact ID is stored from the Export screens. Zaurus Application Partner will use either the default ACT! field (User1) or will use your settings set during a previous synchronization

Exporting and Importing Birthdays/Anniversaries to and from Schedule+

When exporting from Birthdays/Anniversaries, Zaurus Application Partner will export the data to Schedule+'s Events.
When importing to Birthdays/Anniversaries, Zaurus Application Partner will import the data from Schedule+'s Annual Events and Events.

Modifying ACT! 2.x View Layout Options

If you see an ACT! field in Zaurus Application Partner that you do not see in ACT!, select Layout from the View menu in ACT! and select the fields you want to be able to view.

Changing GoldMine 95 Databases

When you change a GoldMine 95 database from the select translator screen you will be able to choose from the following databases:

For Appointments

1. Appointment
2. Call Back
3. NextAction
4. Other

For To Do

1. Appointment
2. Call Back
3. NextAction
4. Other
5. To Do

Forcing a Full Synchronization

If you think that some of your Schedule+ or Act! Data may be corrupt, you can force Zaurus Application Partner to perform a full synchronization. To do this you should:

1. Create a new Schedule+ schedule file or ACT! database.
2. In the Select Translator screen during a synchronization change the synchronization file or database to the newly created schedule file or database.
3. Click OK.
4. When Zaurus Application Partner asks whether you want to proceed with a full synchronization click Yes and return to the Select Translator screen.
5. Press Finish to perform a full synchronization.

Connecting the Zaurus to your PC

Your Zaurus must be connected to your PC and placed in PC-Link mode to backup, restore, synchronize, import, or export data. To connect your Zaurus to your PC:

1. Touch TOOLS on your Zaurus's Application Palette.
2. Touch PC LINK, then touch either WIRELESS or CABLE depending on which method you are using to connect to your PC.
3. Touch OK to enter PC-Link mode

Note: on the ZR-3000, once you have set the initial selection for WIRELESS or CABLE, you may enter PC Link mode by touching the PC LINK icon in the upper left corner of the display.

Importing to Your Zaurus

To import a document to your Zaurus from your PC:

1. Double click the desktop Zaurus icon to open the Zaurus window or open Windows Explorer.
2. Right click the Documents folder in the Zaurus window or in Explorer and select Import from the popup menu.
3. Zaurus Application Partner starts with the Select Translator screen: "Documents" is listed in the Zaurus Applications list.
4. Make sure that the Translator box shows "MS Word" or another text translator and the Import File(s) box shows the PC file you wish to import or click Browse to select the PC file.
5. Click Next to move to the Finish screen.
6. Click Finish.

Exporting from your Zaurus

To export a Data File:

1. Double-click the desktop Zaurus icon to open the Zaurus window.
2. Double-click a Data File icon in the Zaurus window.
3. Zaurus Application Partner starts with the Select Translator screen:
4. Make sure that
 - Data File 1, 2, or 3 is listed and checked in the Zaurus Applications list.
 - The Translator box shows your choice of translator.
 - The Export to... box shows the name of the file you wish to export to.
5. Choose whether to append or overwrite your existing PC data file.
6. Click Next to move to the Map Fields screen.
7. You may accept Zaurus Application Partner's default field maps or [change them](#) to suit your needs. Use the buttons to create, edit, or clear field maps.
8. Click Next to move to the Filter Data screen.
9. Check the Filter on Text box if you wish to export records with specific text (e.g., all addresses in Colorado) and enter the desired text (e.g., Colorado) in the box.
10. Click Next to move to the Finish screen.
11. Click Finish to begin exporting your data.

Starting Zaurus Application Partner's Synchronize Option

There are 4 ways to start synchronization:

1. Right click on the Zaurus icon and select Synchronize from the popup menu.
2. Select a Zaurus application (Appointments, To Do's, Business, Contacts 2 or 3, and Data Files 1, 2, or 3) or group of applications and select Synchronize Selection from the Zaurus pulldown menu.
3. Select Synchronize from the Zaurus pulldown menu or click the Synchronize toolbar button. In the Zaurus Applications list, check the applications you wish to synchronize.
4. Drag and drop a Zaurus application or the Zaurus icon itself onto the desktop PIM icon; or drag and drop the PIM icon onto the Zaurus icon.

Synchronizing with a PIM

1. Double click the desktop Zaurus icon to open the Zaurus window.
2. Highlight a Zaurus application (Appointments, Contacts 2, Data File1, etc.).
3. Drag and drop the highlighted application to the Schedule+ or Act PIM icon on the desktop.
4. Zaurus Application Partner will start with the Select Translator screen.
5. Make sure that:
 - The application you selected is listed and checked in the Zaurus Applications list.
 - The Translator box shows the name of the desired PIM translator (e.g., Schedule+ or Act).
 - The Synchronize with... box shows the name of your PIM file.
6. Click Next to move to the Map Fields screen.
7. You may accept Zaurus Application Partner's default field maps or change them to suit your needs. Use the buttons to create, edit, or clear field maps.
8. Click Next to move to the Finish screen.
9. Click Finish.

Starting Zaurus Application Partner's Import option

There are 4 ways to start importing data to your Zaurus:

1. Right click on the desktop Zaurus or PIM icon and select Import from the popup menu.
2. Select a Zaurus application or group of applications in the Zaurus window and select Import Selection from the Zaurus pulldown menu.
3. Select Import from the Zaurus pulldown menu or click the Import toolbar button.
4. Drag and drop a PC file or PIM icon onto the desktop Zaurus icon; or drag and drop a PC file onto an application in the Zaurus window.

Starting Zaurus Application Partner's Export option

There are 5 ways to export data from your Zaurus:

1. Right click on the Zaurus icon and select Export from the popup menu.
2. Select a Zaurus application or group of applications in the Zaurus window and select Export Selection from the Zaurus pulldown menu.
3. Select Export from the Zaurus pulldown menu or click the Export toolbar button.
4. Double click a Zaurus application.
5. Drag and drop a Zaurus application onto a PC file or the desktop.

Backing Up Zaurus Data To Your PC

To backup Zaurus data to your PC:

1. In the Zaurus window, click the Backup button on the toolbar.
2. Use the Save in box to select a folder where you want to store your backup file.
3. Accept the default backup file name, select a file from the list or use the File name box to enter the name of the backup file.
4. Choose whether you want to backup your Zaurus's main or card memory.
5. If you would like to password protect your backup file, choose Lock file and enter a password.
6. Click Save.

You should back up your Zaurus data onto your PC before synchronizing, importing, or exporting your data. Your files will be saved with a ZBK extension.

Restoring Data to Your Zaurus

To restore the backed up data to your Zaurus:

1. Right click the desktop Zaurus icon and select Restore from the popup menu.
2. Use the Look in box to select the folder that contains your backup file(s).
3. Select a file from the list or use the File name box to enter the name of the file you wish to restore.
4. Choose whether you want to restore to your Zaurus main or card memory. Restore your backed up Data File to the memory where it came from.
5. Click Open.

Zaurus Application Partner will restore your Zaurus files.

WARNING: Restoring backed up files to your Zaurus will overwrite any existing data. In addition, although you can cancel a Restore, it is strongly recommended that you do not do so. Canceling a Restore will leave your Zaurus in an unusable state (you will have to reset your Zaurus and clear it's memory).

To install a new translator:

1. Double click the desktop Zaurus icon.
2. Select Add/Remove Translators from the Zaurus pulldown menu. A dialog box lists the installed translators.
3. Click Install.
4. Insert the translator's first installation disk and click Next to continue.

To remove a translator:

1. Double click the desktop Zaurus icon.
2. Select Add/Remove Translators from the Zaurus pulldown menu. A dialog box lists the installed translators.
3. Highlight the translator(s) you wish to remove and click Remove.
4. Click OK.

To Resolve Conflicts:

1. Highlight an application in the conflicts summary list. The conflicts in that application are listed in the conflicts list box.
2. In the conflicts list box, Zaurus Application Partner suggests actions to resolve the conflicts.
3. Click Proceed to accept these actions.

To Change the Default Actions:

1. Click an entry in the conflicts list box by using the right mouse button.
2. Select an appropriate action from the popup menu to resolve the conflict.
3. Click the Proceed button.

If you need more detailed information to resolve a conflict, highlight the conflict and click Detail. The detailed PIM and Zaurus records appear in the box. Select an action in the drop down box and click OK.

Editing field links.

To edit links:

1. Highlight the data field that is linked to multiple fields.
2. Click the Edit button.
3. In the Edit Link dialog box, the multiple data fields are listed. You may:
 - Rearrange the order of the fields by highlighting one field and clicking Move Up or Move Down.
 - Select a Separator to separate the fields when they are combined into one entry during synchronization. You may use a comma, space, carriage return, slash, semi-colon, or colon as a separator. Or type in your own separator.
4. Click OK.

The Formula box shows how the fields are combined and where the separator is.

Starting Zaurus Application Partner From the Zaurus Icon Popup menu

1. Right click the desktop Zaurus icon.
2. Select a menu item from the popup menu.

Starting Zaurus Application Partner From the PIM icon

1. Right click the desktop PIM icon.
2. Select a menu item from the popup menu.

Starting Zaurus Application Partner From the Zaurus window

From the Zaurus window, there are several ways to start Zaurus Application Partner:

1. Selecting an item from the Zaurus pulldown menu.
2. Double-clicking a Zaurus application.
3. Right-Clicking on a Zaurus application and choosing from the available options.

Starting Zaurus Application Partner by Double-clicking a Zaurus application

You can start Zaurus Application Partner by double-clicking a:

Zaurus application	Exports the application from your Zaurus to a PC file.
Zaurus application folder	Opens the folder; double-clicking a file within the folder exports that file from your Zaurus to a PC file.

Starting Zaurus Application Partner by Right-clicking a Zaurus Application:

Right-clicking a Zaurus application brings up a popup menu. The popup menus will differ in some applications depending on what functions the corresponding translator supports.

Zaurus application	Import, Export
Zaurus application folder	Open, Explore, Import*, or Export

*Zaurus Application Partner will not import Notes because there is no corresponding PC application.

To filter by date:

1. Choose Filter on Date and select the date range. Or you may enter your own date range in the From and To boxes.

To filter by text:

1. Choose Filter on Text.
2. Choose the appropriate field name (e.g., State).
3. Enter the desired text in the box (e.g., to import addresses only from Colorado, type Colorado or CO into the box).

To Install Quick View

1. From the Windows Control Panel select Add/Remove Programs
2. From the Add/Remove Properties dialog box, select the Windows Setup Tab
3. Choose Accessories and then click the Details button.
4. Select Quick View.

To Uninstall Zaurus Application Partner

1. From the Windows Control Panel select Add/Remove Programs.
2. Choose Zaurus Application Partner for Windows in the list of installed applications.
3. Click the Add/Remove button.

Synchronize by Dragging and Dropping

1. Click on and drag the Zaurus icon onto a synchronizable PIM icon.
2. Drop the Zaurus icon on the PIM icon. Synchronization will begin.

Note: if you have not performed a Synchronization before, use the right mouse button for first drag and drop, and select Synchronize from the popup menu. This allows you set the applications which you want to synchronize.

Disconnect Zaurus After Transfer

1. Right click the Zaurus Desktop icon.
2. Choose Properties from the popup menu.
3. Choose Disconnect Zaurus After Transfer.

Auto Update Zaurus Application Partner with Zaurus Applications Data

1. Right click the Zaurus Desktop icon
2. Choose Properties from the popup menu
3. Choose the applications that you would like to have updated

The applications will be updated when you open the Zaurus application folder.
Contacts/Data Files File and Field names will be updated when you open the Zaurus Window.

Disable Auto Detection

1. Right click the Zaurus Desktop icon.
2. Choose Properties from the popup menu.
3. Deselect Auto Detect Zaurus.

Select Zaurus Memory

1. Double click the Zaurus Desktop icon.
2. Choose either Card Memory or Main Memory from the Zaurus menu.

Change Zaurus Application Partner Properties

1. Right click the Zaurus Desktop icon
2. Choose Properties from the popup menu
3. Select either the General or Communications properties page
4. Change the desired Zaurus property

Backup Using Drag and Drop

1. Using the right mouse button, click on and drag the Zaurus desktop icon to the folder where you want to store your backup file.
2. Choose Backup from the popup menu.

Restore Using Drag and Drop

Click on and drag the backup file onto the Zaurus desktop icon.

Transfer GoldMine Activities to Your Zaurus

1. With the GoldMine translator selected, click the Change button on the Select Translator page of the Import Wizard.
2. Choose the desired activity from the activity drop down list.

Map GoldMine Activities with Zaurus To Do

1. Check To Do in the Zaurus Applications list on the Select Translator page of the Wizard.
2. With the GoldMine translator selected, click the Change button.
3. Choose the desired activity from the activity drop down list.

Synchronize multiple Zaurus Contacts/Data Files files with One ACT! database

1. From the Select Translator page of the Synchronize Wizard click the Advanced Settings button.
2. Select the User field in ACT! that you want to use to hold the Zaurus Contacts/Data Files file id. This maintains the relationship between the single ACT! database and the multiple Zaurus Contacts/Data Files files.

Synchronize multiple Zaurus Contacts/Data Files files with One Schedule+ database

1. From the Select Translator page of the Synchronize Wizard click the Advanced Settings button.
2. Select the User field in Schedule+ that you want to use to hold the Zaurus Contacts/Data Files file id. This maintains the relationship between the single Schedule+ database and the multiple Zaurus Contacts/Data Files files.

Transfer ACT! records with no Contact ID to default Zaurus database

1. From the Select Translator page of the Wizard click the Advanced Settings button
2. From the *Transfer ACT! contacts that have no contacts id into Zaurus* drop down list choose the Zaurus database you would like ACT! Contacts with no ID to be transferred to.

Transfer Schedule+ records with no Contact ID to default Zaurus database

1. From the Select Translator page of the Wizard click the Advanced Settings button
2. From the *Send Schedule+ contacts data that have no contacts/data file ID into Zaurus* drop down list choose the Zaurus database you would like Schedule+ Contacts with no ID to be transferred to.

Automatically resolve ACT! conflicts

1. From the Select Translator page of the Wizard click the Advanced Settings button.
2. Select Resolve Conflicts Automatically.

Automatically resolve Schedule+ conflicts

1. From the Select Translator page click the Advanced Settings button
2. Select Resolve All Conflicts Automatically.

Selecting an Organizer 97 Database and Section

1. With the Organizer 97 translator selected, click the Change button on the Select Translator page of the Wizard.
2. In the Organizer Database/Section dialog select the desired Organizer 97 database by clicking Browse.
3. Choose the required section from the sections drop down list.

Selecting multiple Excel 5.0 and 7.0 worksheets for import.

1. On the Select Translator screen click the Sel Sheets button and this will allow you to select the worksheets you want to import.

Note: Not selecting any worksheets will import only the first worksheet of the workbook.

Quickly viewing a Document or Spreadsheet while importing

1. On the Select Translator page of the Import Wizard highlight the file you want to view.
2. Click Quick View and Zaurus Application Partner will display the selected file.

Note: This feature will not work unless you have [installed Quick View, which comes with Windows.](#)

Viewing Zaurus data while creating a Field Map

1. In the Zaurus Application Partner wizard select the application data that you want to view
2. Click Next until you reach the mapping page
3. Select Show Data

This will show the Zaurus data for the selected application

Improving the MS Schedule+ Translation performance

You can improve the performance of the Zaurus Application Partner Schedule+ translation process by running MS Schedule+ before starting Zaurus Application Partner.

If you are already running MS Schedule+ when you are about to start a Zaurus Application Partner transfer, it is better to close Schedule+ and reopen it again so that Zaurus Application Partner can see all the MS Schedule+ modifications.

When does Zaurus Application Partner go into full synchronization mode

Zaurus Application Partner fully synchronizes data:

1. The very first time you synchronize.
2. If you Import/Export on any already synchronized application, the next synchronization to that application will be a full synchronization.
3. When Zaurus Application Partner finds any inconsistency in the Zaurus data (e.g., if you have used another data transfer program or reset your Zaurus).

Disable the Schedule+ Delete Confirmation Dialog

1. From the Select Translator page click the Advanced Settings button.
2. Deselect the Display Delete Confirmation Dialog checkbox.

Disable the ACT! Delete Confirmation Dialog

1. From the Select Translator page click the Advanced Settings button.
2. Deselect the Display Delete Confirmation Dialogs checkbox.

Mapping Fields

You can map fields on the Zaurus Application Partner mapping page in one of three ways:

1. By highlighting a field in both of the field lists and pressing the Create link button.
2. By dragging a field in one field list and dropping it onto a field in the other field list.
3. By highlighting a field in one field list and double clicking the field in the other field list that you want to link it to.

