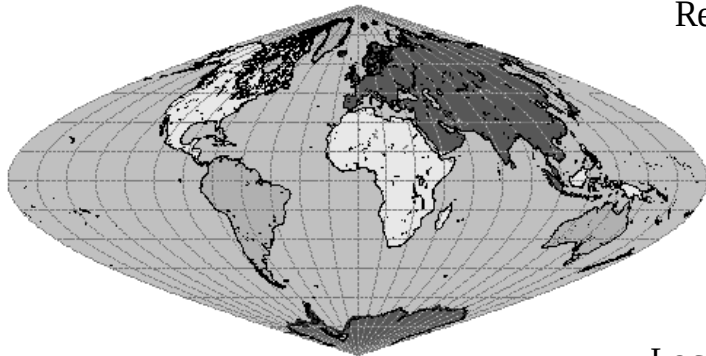


WorldFAQ™ Lite

(World Frequently Asks Questions)

for the 3Com Connected Organizer



Introduction	2
System Requirements	2
What's Included	2
Registering	2
Installing the Software	2
Getting Started	3
The Main View	4
Moving Around the World.....	4
Location Details	5
Assigning Categories	6
WorldFAQ Lite Versus WorldFAQ	6
Getting in Touch With Us.....	7

An essential tool for people conducting international business, frequent travelers, people that need to stay in touch with friends and family worldwide, and the just plain curious.

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Introduction

WorldFAQ™ (World **F**requently **A**sks **Q**uestions, pronounced world-fack') Lite is a collection of information about places around the world, information such as time zones, daylight savings time dates and times, latitudes and longitudes, telephone dialing codes, airport names and codes, populations, and more. Using this information, you can calculate dates and times around the world.

The WorldFAQ Lite database has three different types of locations: countries, time zones, and cities. There are more than 160 countries, 45 time zones within those countries, and the capital cities of more than 150 countries.

WorldFAQ Lite knows about the relationships between these types of locations. It knows that Paris is a city in France. It also knows, for instance, that the United States has several time zones, and that several countries in Europe have the same starting and ending days for Daylight Savings Time.

System Requirements

WorldFAQ requires PalmOS version 2.0 or greater. This is the version of the OS included with the PalmPilot Personal and Professional Editions, and with Palm's 1 MB Professional Upgrade for the Pilot 1000, 5000, and Personal organizers.

You can find out which version of the PalmOS your 3Com connected organizer has by running the Memory application. The OS version appears in the upper right-hand corner of the Memory screen.

The WorldFAQ Lite program file takes about 27 KB of RAM. The database, takes about 23 KB of RAM.

In order to get the most out of this program and this documentation, we strongly recommend that you read the documentation that came with your 3Com device. In particular, you should be familiar with starting applications from the Application picker, using menus, and editing text.

What's Included

However you receive WorldFAQ Lite, whether on floppy disk, by downloading it from a Web site, on a CD-ROM collection, or by some other means, you should have five files:

- WFAQLT.PRC, the WorldFAQ Lite program that you install on your 3Com connected organizer;
- WFAQLTDB.PDB, the WorldFAQ database ;
- README.TXT, a text file containing quick-start instructions and other details not in the documentation;
- WFAQLT.PDF, an Adobe Acrobat-formatted file containing this documentation; and
- LICENSE.PDF, an Acrobat-formatted file containing the licensing agreement governing your use of WorldFAQ Lite.

Adobe Acrobat is a free, platform-independent document format with readers for the Macintosh, Windows, and UNIX operating systems. If you don't have the Adobe Acrobat reader for your system, you can find it practically everywhere – CompuServe, American Online, and various web sites, including Adobe's at www.adobe.com.

Registering

We strongly encourage you to register your copy of WorldFAQ Lite with us. We plan on releasing new and improved versions of the program on a regular basis. The only way we can let you know about these improvements is if you tell us where to find you.

There are two ways you can register:

- Go to the WorldFAQ Web site at www.cdpubs.com/wfaq/ and register on-line. This is the quickest and easiest method, and the easiest for us to process.
- Send us an e-mail at wfaq@cdpubs.com, including your name, full mailing address, phone, fax, and e-mail address. Please put the phrase "WFAQLT REGISTRATION" in the e-mail's subject line.

Installing the Software

You install WorldFAQ Lite just like you install any other application, using the Install program that is included with your device's desktop program. We don't describe the installation process in detail because it varies with different models. Refer to the documentation that you received with your 3Com device for the correct procedures.

You have to install two files: WFAQLT.PRC and WFAQLTDB.PDB. You can install them in either order, at the same time or separately. You can also install WorldFAQ Lite on a 3Com connected organizer that has the full version of WorldFAQ or our World Time program on it. All three programs should peacefully coexist.

If you find yourself reinstalling the WorldFAQ Lite program or database at some point, make sure you first delete the WorldFAQ Lite program or database that is already on your organizer. You do this using the Delete Apps function of the Memory application which is installed on your device.

Getting Started

When you first start WorldFAQ Lite, the main view, showing a list of locations in alphabetical order, appears (see Figure 1). The first thing you should do is set your Home location. Find the city, country, or time zone closest to your actual home. There are three ways to do this:

- Scroll up or down through the main view a page at a time using the scroll buttons located at the bottom center of your Pilot's case.
- Scroll up or down one line at a time using the single-line scroll buttons. (Figure 1 shows only the down button. Once you move past the top of the list, an up button appears as well).
- Enter the first few characters of the location's name in the Graffiti entry area. WorldFAQ searches for up to five consecutive characters (one or two should be sufficient to find most names).

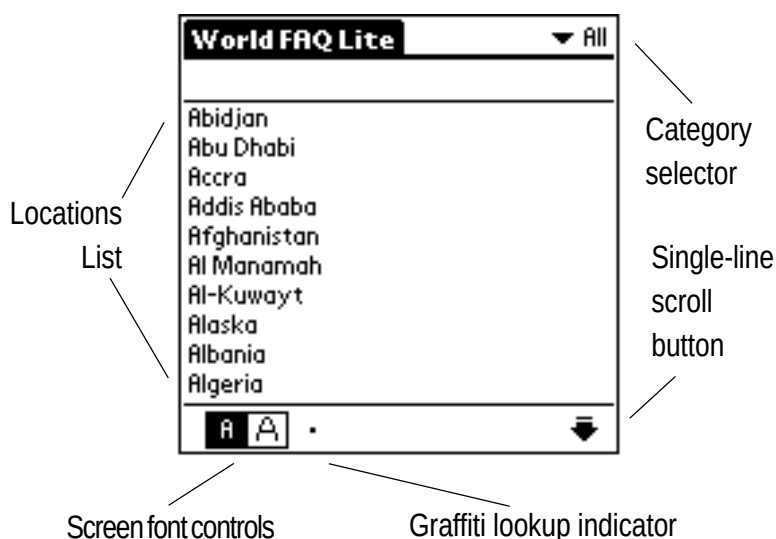
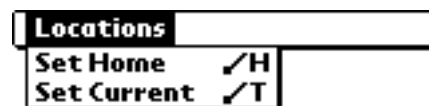


Figure 1 - The main view.

If you try this third method, notice that the Graffiti lookup indicator labeled in Figure 1 appears. When you first enter a character, the program waits a brief moment for a second character. The lookup indicator appears while it's waiting. If you don't enter a character within that moment, the program assumes that you want to start over looking for a new location name and the indicator disappears.

Once you find a location suitable for your Home, tap on its name. A view similar to Figure 2, called a detail view, appears. (What actually appears depends on whether you tap a city, country, or time zone. See "Location Details" for descriptions of the different detail views). You set that location to your Home location by selecting Set Home on the detail view's Locations menu,



then tapping the Done button.

At this point, WorldFAQ Lite assumes that the clock setting on your organizer is the current time at your Home location. It returns to the main view and re-displays, for each location, the date and time relative to your Home location (see Figure 3 on the next page). It also displays your Home location at the top of the screen.

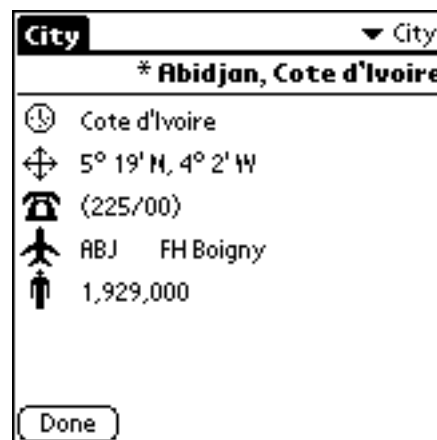


Figure 2 - A city detail view.

The Main View

The main view shows you the date and time for each location in the WorldFAQ database (see Figure 3). The date and time are formatted using the formats that you set using the Prefs application. WorldFAQ has full knowledge of world time zones and Daylight Savings Time start and stop dates and times for each location. If a location is currently operating under Daylight Savings time, its name appears underlined.

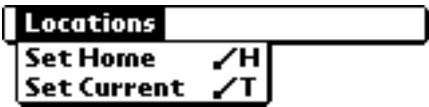
Locations like Australia, the Europe Daylight Saving Time Region, the United States, and Canada that have more than one time zone do not show any values in the main view. Just their names appear.

The large-font view (see Figure 4) shows the current time followed by a “+” to indicate a location that is currently a day ahead of your Home location or a “-” to indicate a location that is a day behind your Home location. You can change the font size of the main view using the font controls shown in Figure 1.

Moving Around the World

WorldFAQ not only keeps track of your Home location, but you can also use the program to track your movements around the world using what is called your Current location. The Current location is like your Home location, but it’s temporary. Eventually, you go Home.

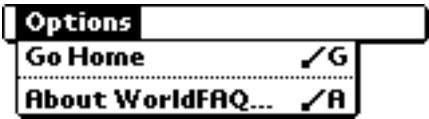
To set a Current location, you first need to identify it by tapping on the location’s name in the main view. When you do that, a detail view similar to Figure 2 appears for that location. (What actually appears depends on whether you tap a city, country, or time zone. See “Location Details” for a description of the different detail views). You set that location to your Current location by selecting Set Current from the detail view’s Locations menu,



and tapping the Done button. At this point, WorldFAQ assumes that you want to move to the Current location and resets the system clock to the date and time it calculates for the Current location relative to the Home location.

WorldFAQ then returns to the main view. Instead of displaying the Home location at the top, however, the Current location appears. All time calculations are now based on the Current location’s information.

Eventually you will want to go Home. You do this by selecting the Go Home command on the main view’s Options menu:



WorldFAQ resets the system clock back to the date and time for your Home location.

Daylight Savings Time

Many countries around the world observe Daylight Savings Time (DST). Daylight Savings Time starts and stops on specific days at specific hours. When it starts, you are supposed to set your clock ahead one hour. When it stops, you are supposed to set your clock back one hour.

If you Home or Current location (which ever one is active) observes Daylight Savings Time, and enters or leaves it, WorldFAQ automatically resets your system clock properly to the appropriate time.

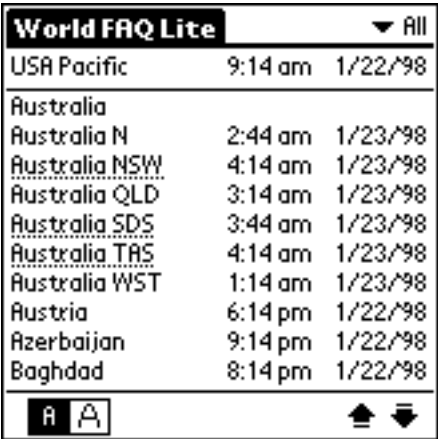


Figure 3 - The main view, small font.



Figure 4 - The main view, large font.

Location Details

To see the detail view for a location tap its name on the main View. A second screen appears showing you that location's data. What appears depends on the location type.

NOTE: When looking at a detail view, you can move to the next and previous locations in the current list by pressing your organizer's scroll down and scroll up buttons respectively.

Time Zones

There are three pieces of information that WorldFAQ stores for time zones (see Figure 15):

- The hours and minutes a time zone is offset from Greenwich Mean Time (GMT, also called Zulu Time).
- The Daylight Savings Time start and stop dates.
- The hour at which Daylight Savings Time starts (WorldFAQ assumes it stops one hour later than it starts).

Time zone offsets are normally expressed as offsets from Greenwich Mean Time in values between -12 and +12. Negative values indicate locations to the West of Greenwich Mean Time. Positive values indicate locations to the East of GMT. A few time zones also have partial-hour offsets of 15, 30, or 45 minutes.

Some time zones, like those in the US, inherit their Daylight Savings Time start and stop dates from some other location, like their country. If this is the case, WorldFAQ shows the name of the country that dictates those dates.

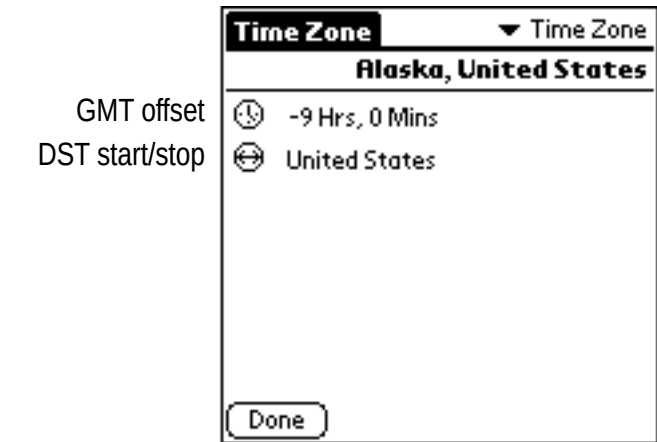


Figure 5 - Time zone detail view.

Countries

WorldFAQ stores more information for countries than it does for time zones (see Figure 6):

- The countries name and two-character international country code.
- The GMT offset if it has only one time zone.
- Daylight Savings Time start and stop dates and time.
- The telephone codes you need to use to place a call into the country and dial out from the country.
- The population.

Some countries have multiple time zones. In these case, WorldFAQ displays the words "Multiple Time Zones" instead of the GMT offset.

There are also countries that are part of a larger geographic region and get their Daylight Savings Time start and stop dates from that region. In these case, WorldFAQ displays the name of the region for the start and stop dates.

Cities

The lowest level of geographic detail stored by WorldFAQ is the city. For each city, the program displays the following information (see Figure 7 on the next page):

- The city and country name.
- The time zone.
- The latitude and longitude.
- The country's dial-in and dial-out telephone codes.
- The city's area code.
- The name and code of the city's major airport.
- The population.

NOTE: Country capital cities are designated by an asterisk to the left of the city's name.

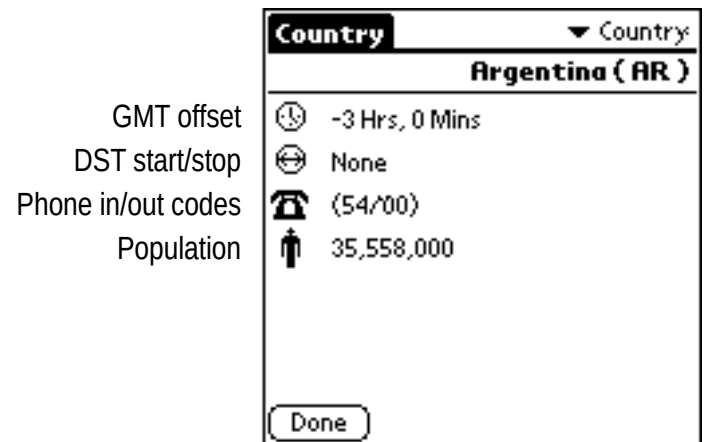


Figure 6 - Country detail view.

Assigning Categories

Like all of the built-in applications, WorldFAQ supports the notion of categories. Each location in WorldFAQ is assigned to one of 16 different categories. You can view just one category's locations, or view them all, by selecting an appropriate choice on the categories pop-up in the upper right-hand corner of the main screen as shown in Figure 8. You can also use this pop-up to add, delete, and change category names.

WorldFAQ starts out with three categories – City, Country, and Time Zone. In addition, the organizer's operating system adds another category called "Untitled" that initially has no locations in it. You can add new categories, and delete and rename existing categories by selecting the "Edit Categories" command on the categories pop-up. Refer to your organizer's documentation for details on working with categories.

All WorldFAQ locations are initially assigned to one of the three categories. You change the category for any location by first going to its detail view. Like the main view, each detail view has a categories pop-up in the upper right-hand category (see Figure 7). Use this pop-up to change the category for any single location by selecting the new category name and tapping the Done button.

You can also add, delete, and rename category names using the detail view's categories pop-up. The important thing to remember is that, when you click the Done button, if the category showing in the upper right-hand corner of the edit screen is different from the one the was visible when you first entered the edit screen, you are changing the location's category.

NOTE: When you change a location's category, WorldFAQ still keeps track of what type of location it is. A city is always a city, no matter what category you put it in.

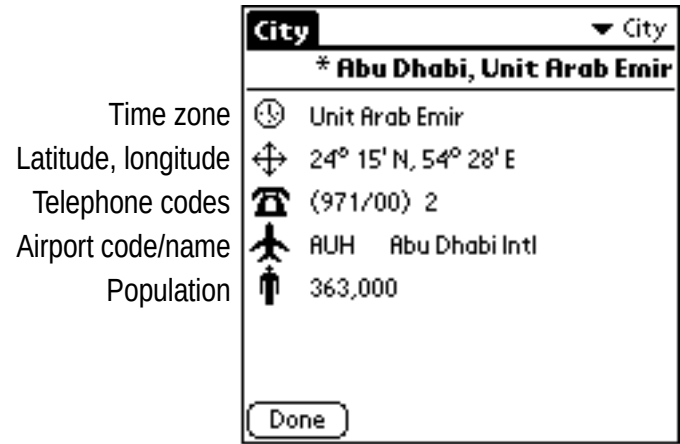


Figure 7 - City detail view.

WorldFAQ Versus WorldFAQ Lite

WorldFAQ Lite is a reduced-functionality version of a program called WorldFAQ for the 3Com Connected Organizer. WorldFAQ contains more a lot more data, and lets you do a lot more with that data, including edit it. For instance, WorldFAQ includes almost twice as many locations, and you can add and delete cities. The program also stores currency exchange rates for each country. You can calculate currency conversions, relative time (in hours or relative to a future or past event), and distances between cities.

The following table summarizes WorldFAQ features that are not included in WorldFAQ Lite:

Data	675+ locations, currency names, symbols, and exchange rates, location notes.
Functions	Add and delete cities, edit all location data.
Views	Relative time, currencies, distances.
Preferences	View distances in miles or kilometers, show currency fractions, show days of the week, clear the WorldFAQ preferences.

You can find a demo version of WorldFAQ, available for free downloading, at our Web site at www.cdpubs.com. If you received WorldFAQ Lite as part of a CD-ROM collection, there should be a demo version of WorldFAQ on the CD-ROM.



Figure 8 - Selecting a category.

Getting in Touch With Us

WorldFAQ Lite is a work in progress. We want to make it as useful as possible, so we're always working on a list of enhancements for the next version.

Your input is extremely valuable to us. Please tell us about any features we can add to make WorldFAQ Lite a better product. Of course, report any bugs or problems you may experience as well. The best way to contact us is by e-mail at wfaq@cdpubs.com.

It's very difficult to create and maintain a comprehensive, totally accurate database of international time zones, telephone codes, and populations. There may be some errors in the WorldFAQ data. We apologize in advance for any such errors. If you discover any inaccurate data, please let us know as soon as possible.

For the latest news and information about WorldFAQ Lite, WorldFAQ, and other applications we may offer, we encourage you to regularly check our Web site. We will be updating the program on a regular basis, and we expect to be releasing other travel-related products for the 3Com connected organizer.

Thank you very much for trying WorldFAQ Lite. We hope you like it.

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