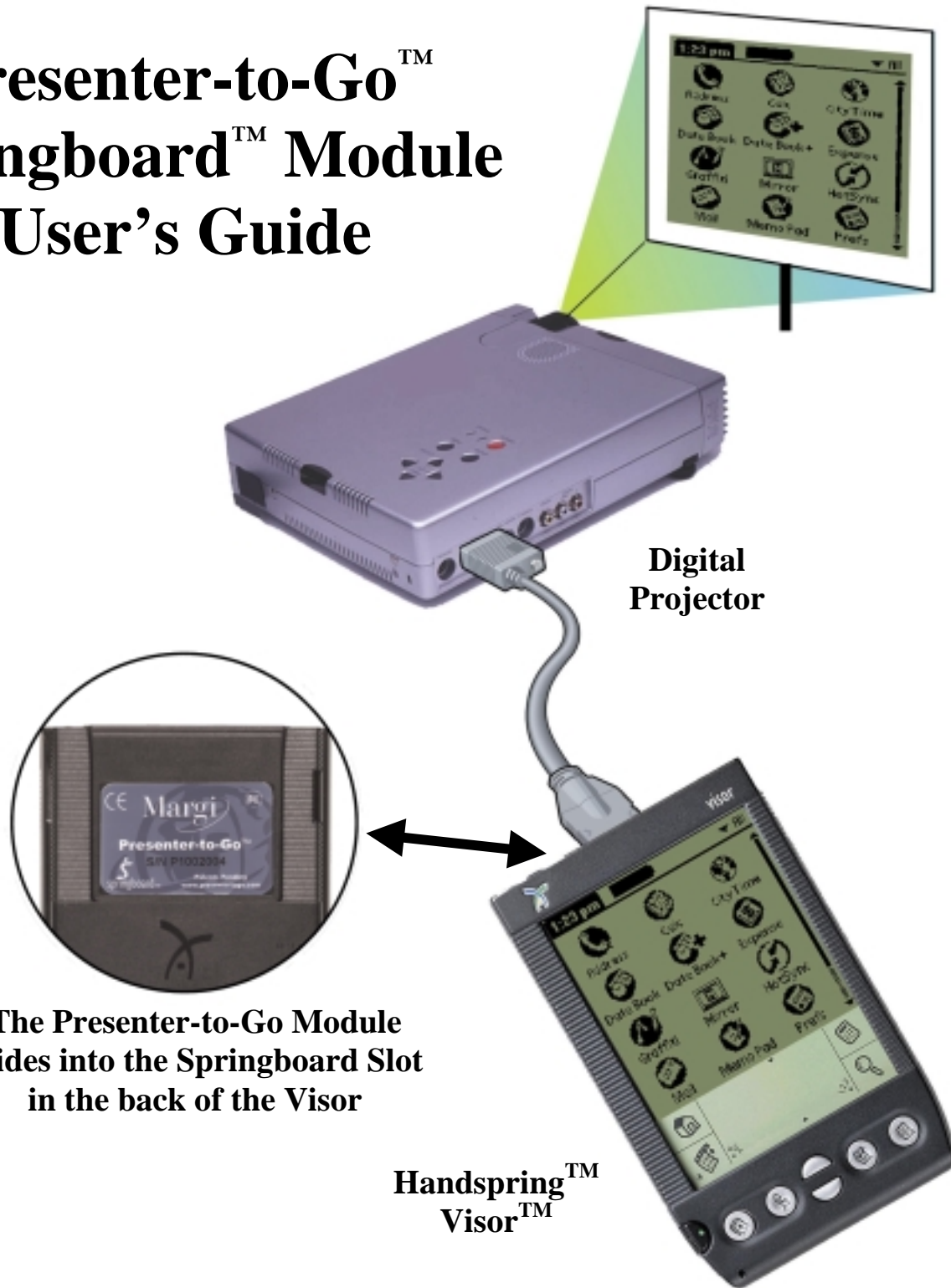


# Presenter-to-Go™ Springboard™ Module User's Guide



**Digital  
Projector**

**The Presenter-to-Go Module  
Slides into the Springboard Slot  
in the back of the Visor**

**Handspring™  
Visor™**

**Includes Instructions For:**

- **Presenter-to-Go Palm OS Presentation Application with File Creation Support on Windows 98, Millennium, 2000 and Mac OS 9.**
- **MARGI Mirror Palm OS Graphics Display Application.**

**MARGI Systems Inc. • Fremont, CA 94538 • [www.presenter-to-go.com](http://www.presenter-to-go.com)**

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Presenter-to-Go is subject to U.S. and other international patents pending.

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# 1. Introduction

---

Thank you for purchasing Presenter-to-Go™ by MARGI Systems™. Presenter-to-Go is a SpringBoard™ module for the Handspring Visor® line of personal assistants. It comes with two Palm applications that allow the Visor to be used as a presentation tool in two distinctly different ways:

1. Using “Presenter-to-Go” PC software and its associated Palm application, a user can compress and load images from PowerPoint® (and other printable documents) from a PC or MAC into the Handspring Visor using the HotSync process. The user can then carry the Visor to the presentation, connect to digital projector (or VGA display) and make 1024 x 768 color presentations without the need for a laptop computer. The Presenter-to-Go application is supported on Windows 98 and 2000, Millennium, and Macintosh OS 9 operating platforms.

2. Using the “MARGI Mirror” Palm OS application and the Presenter-to-Go module, a Visor user can connect to a digital projector (or a VGA display) and display the contents of the Visor’s LCD at 1 - 4X multiples of 160 x 160 regardless of the application it is running. MARGI Mirror and the Presenter-to-Go module act like a graphics output card for the Handspring Visor. It is even possible to attach a keyboard, run word processing software, and see the output on the display as one types on the keyboard. Color graphics are supported when using the Visor Prism (color) model. Information on MARGI Mirror starts in Section 10 of this manual.

This guide contains information on installation and use of both the “Presenter-to-Go” and the “MARGI Mirror” applications. The README file included on the supplied disk may contain more recent information that may not be included in this guide. Downloadable updates and information are posted on the Presenter-to-Go web site, [www.presenter-to-go.com](http://www.presenter-to-go.com) under Support.

## ***Your Product Packaging Contains:***

- 1) Presenter-to-Go SpringBoard module
- 2) VGA adapter cable with power port
- 3) 5 Volt DC Power Supply
- 4) Remote Control
- 5) Presenter-to-Go to carrying pouch (for module and remote control).
- 6) Presenter-to-Go Installation CD (Includes MARGI Mirror™ application).
- 7) HD15 (VGA) male to male gender bender connector
- 8) Quick Start Instruction Page and User’s Guide

---

## 2. System Requirements

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In order to completely create and display presentations using Presenter-to-Go it is necessary to have a Visor handheld, a desktop or laptop computer, and a display device. The corresponding system requirements are listed below:

## **Handheld**

- Any model Handspring Visor (Standard, Deluxe, Platinum, Prism or Edge) with Palm OS 3.1 (or higher) Operating System.

## **Desktop or Laptop**

- 32 MB RAM
- 50 MB Hard Drive
- Windows® 98, 98SE, Millennium, 2000 or Mac OS 9 Operating System
- Presenter-to-Go Toolbar Plug-in support for Microsoft PowerPoint® 97, 2000 & XP and Mac 98 and 2001 versions.
- Handspring cradle with Palm Desktop software loaded.

## **Display Device**

- Any Display Device with HD-15 (VGA) connector and support for 1024 x 768 resolution at 8-bit color depth. This includes most CRT monitors and most graphics projectors.

---

# 3. Visor Installation/Setup

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Your Presenter-to-Go module has the Presenter-to-Go Palm OS software application loaded into its memory. The first time that you push the module into the Springboard expansion slot, it must be externally powered. The Palm OS application program will be automatically copied into your Visor.

Note: For making presentations, you need an external power to the module. However, the first time the powered module is installed in the springboard expansion slot, the program is copied to the Visor so that you can use the Presenter-to-Go application for reviewing (re-arrange, hide/show slides, etc.) the presentations that are stored in the Visor memory. Mobile presentations residing in your Presenter-to-Go module cannot be viewed without it being powered-up, however they can be transferred to the Visor memory using the “Copy” or “Move” file command.

Follow the pictorial Quick Start Instructions page OR the procedure below to install the Presenter-to-Go palm application in your Visor.

- Step 1**      Attach the flat connector end of the VGA connector cable to the Presenter-to-Go module. The flat-metal-edge of the connector should be on the same side as the MARGI product label. Plug in the A/C adapter into the wall socket and push its jack into the power connector located on the back end of the VGA connector.
- Step 2**      Insert the Presenter-to-Go module into your Visor’s springboard expansion slot. The Visor will turn on automatically, and the Presenter-to-Go program will be loaded from the module into the Visor’s memory.
- Step 3**      Connect the VGA connector to a VGA projector, monitor, or other display capable of 1024 x 768 resolution and you will see the Presenter-to-Go splash screen.

**Step 4** Press the “Down” button once. You will see the first slide of a presentation called “Quickstart Tutorial” that is designed to show you the basic operation of Presenter-to-Go. Detailed operating instructions can be found in later sections of this User’s Manual.

Note: You will also need to install Presenter-to-Go drivers on your desktop or laptop. This software is used to create your presentation and HotSync it into your Visor. This process is described in Section 4 (Windows-compatible computers) and Section 6 (Mac-compatible computers).



You will be able to see the Presenter-to-Go application icon without the module plugged-in. Tap on the Icon, to launch it. You should see the Presenter-to-Go splash-screen. You will only be able to review presentations that are stored in the Visor memory.

---

## 4. PC Creation Software Installation/Setup

---

### ***Installing the Presenter-to-Go PC Creation Software drivers.***

Important Notice: Close all applications prior to beginning the PC driver installation process.

Check that your PC meets the System Requirements for operating system and hardware requirements described in Sections 2. Run SETUP on the Presenter-to-Go CD to install the Presenter-to-Go presentation creation drivers (and the PowerPoint Add-in.) on your PC. The SETUP program may auto-run on some systems. Re-boot the system after the software installation is complete.

### ***Un-Installing the PC Creation Software drivers.***

When updating PC software versions, it is recommended that you remove the old PC creation application software drivers prior to installing the new version. This can be done by following the procedure below:

1. Go to SETTINGS/CONTROL PANEL/ADD/REMOVE PROGRAMS
2. Scroll and highlight MARGI Presenter-to-Go
3. Press the ADD/REMOVE button.
4. Confirm file Deletion by selecting YES
5. The Un-Install Shield will come and uninstall the program. Answer YES if it asks if you want to remove any no longer used files with the MARGI as part of the name.
6. Un-Install is now complete.

# 5. Creating Your Presentation

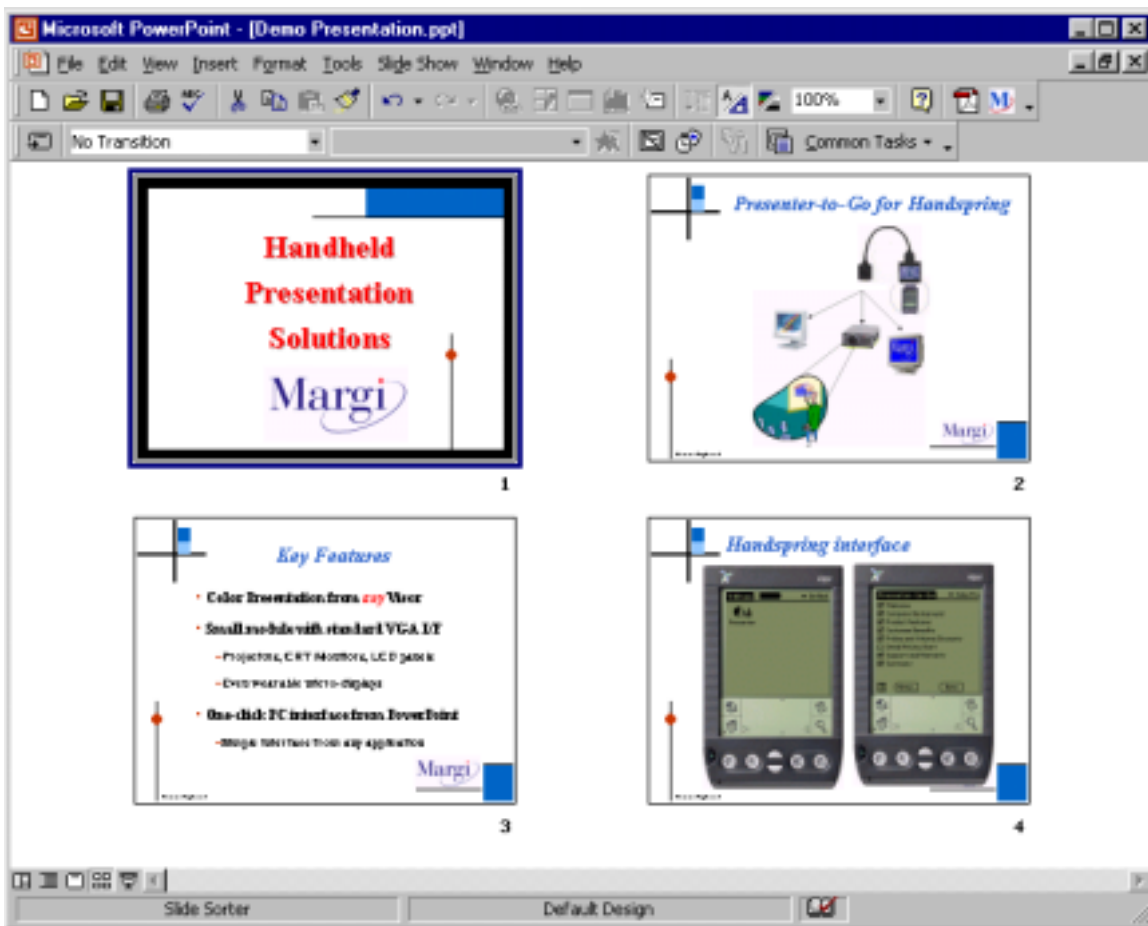
Presenter-to-Go presentations can be created directly from within Microsoft PowerPoint® or from any Windows® application that has print driver support. The processes are slightly different.

## **Creating Presentations from within Microsoft PowerPoint on your desktop PC (or laptop):**

The Presenter-to-Go driver provides a button icon on the PowerPoint toolbar that looks like:



It is shown in the figure below, and can be found at the far right of the toolbar.



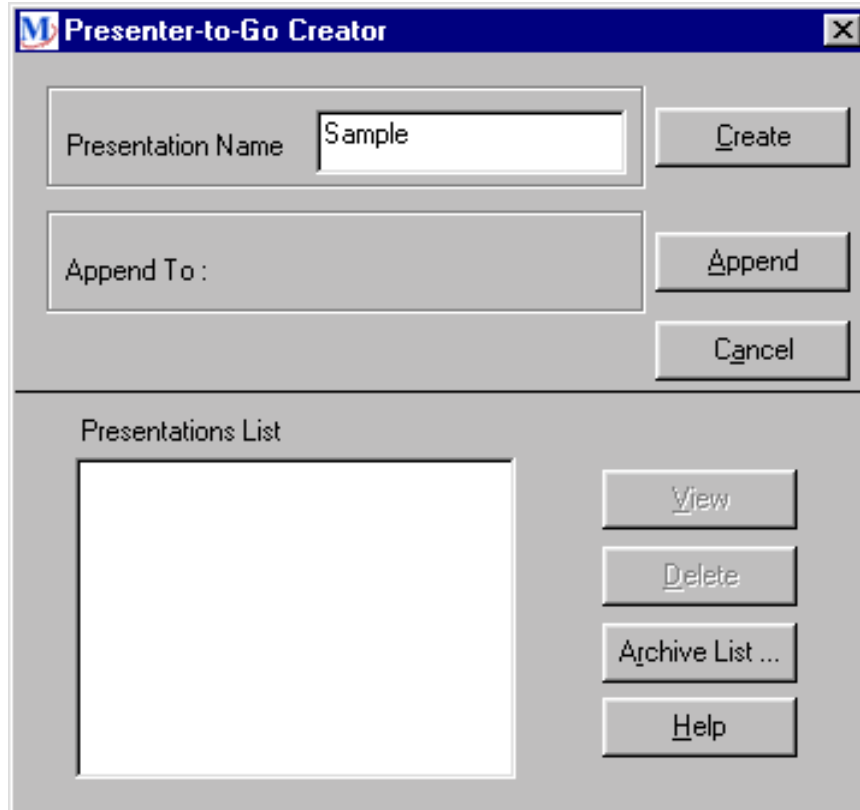
**Fig 5.1 Typical PowerPoint Screen with Presenter-to-Go Icon**

Complete your PowerPoint presentation as you normally would, taking notice of the note below.

Note: Presenter-to-Go does not support any slide-transitions, animation, or audio/video features available in Microsoft PowerPoint®. Only static slides are supported.

Click on the Presenter-to-Go icon and the following occur automatically:

1. Conversion of PowerPoint file into the compressed mobile presentation format. The Presenter-to-Go “Presentation Name” will be pre-filled with the same name as the PowerPoint file.
2. The “Presenter-to-Go Creator” dialog box will appear.



**Fig 5.2 Presenter-to-Go Creator dialog box**

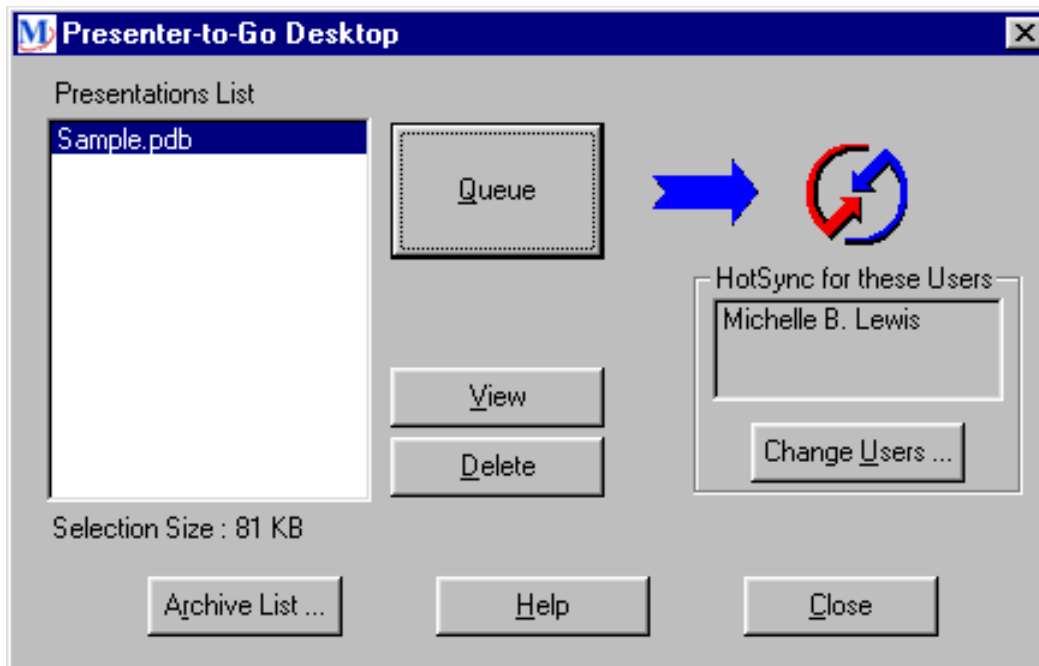
The Presenter-to-Go Creator dialog box allows you to Change the name of the presentation. To change the name, simply change the name in the “Presentation Name” box. Press the “Create” button, to create a mobile presentation.

In order to append the presentation to a presentation in the “Presentations List”, select a presentation from the “Presentations List”. That name will automatically appear in the “Append To” line. Clicking on the “Append” button will now append the current mobile presentation to the existing presentation listed on the “Append To” line.

Documents previously transferred to the Visor are saved in the Archive List. To append a new document to an archived document, click the “Archive List” button. A list of previous presentations will show in the “Archived Documents” area of a new window. You can view and delete items in the archive list by using the “View” and “Delete” buttons. To copy an archived document to the current “Presentation List”, press the “Copy to Desktop” button. Now you can use this presentation like any other presentation in the “Presentation List”.

Pressing the Create or Append button will bring you to the “Presenter-to-Go Desktop” dialog box.





**Fig 5.3 The Presenter-to Go Desktop dialog box**

Your presentation will appear in the “Presenter-to-Go Desktop” Presentations List”. This list shows all the presentations that are ready to be transferred into the HotSync bin for the next HotSync operation into your Visor. The button functions are described below:

Note: The buttons offer context-sensitive tool-tips, meaning that if you slide the cursor over the button, an explanation of the button –function will appear.

Queue	Transfers the selected presentation into the queue for the next HotSync operation into your Visor.
View:	Allows you to view the contents of the selected presentation.
Delete	Allows you to delete the selected presentation.
Change Users	Lets you select which users get the “Queued” presentations on that user’s next HotSync. If only one user is registered on the Visor, then that user name is automatically placed in the “HotSync for these Users” list.
Archive List	List of all presentations that have been previously transferred to the HotSync bin.
Close	Closes the Application.
Help	Opens the Help document to understand requirements of this dialog box.

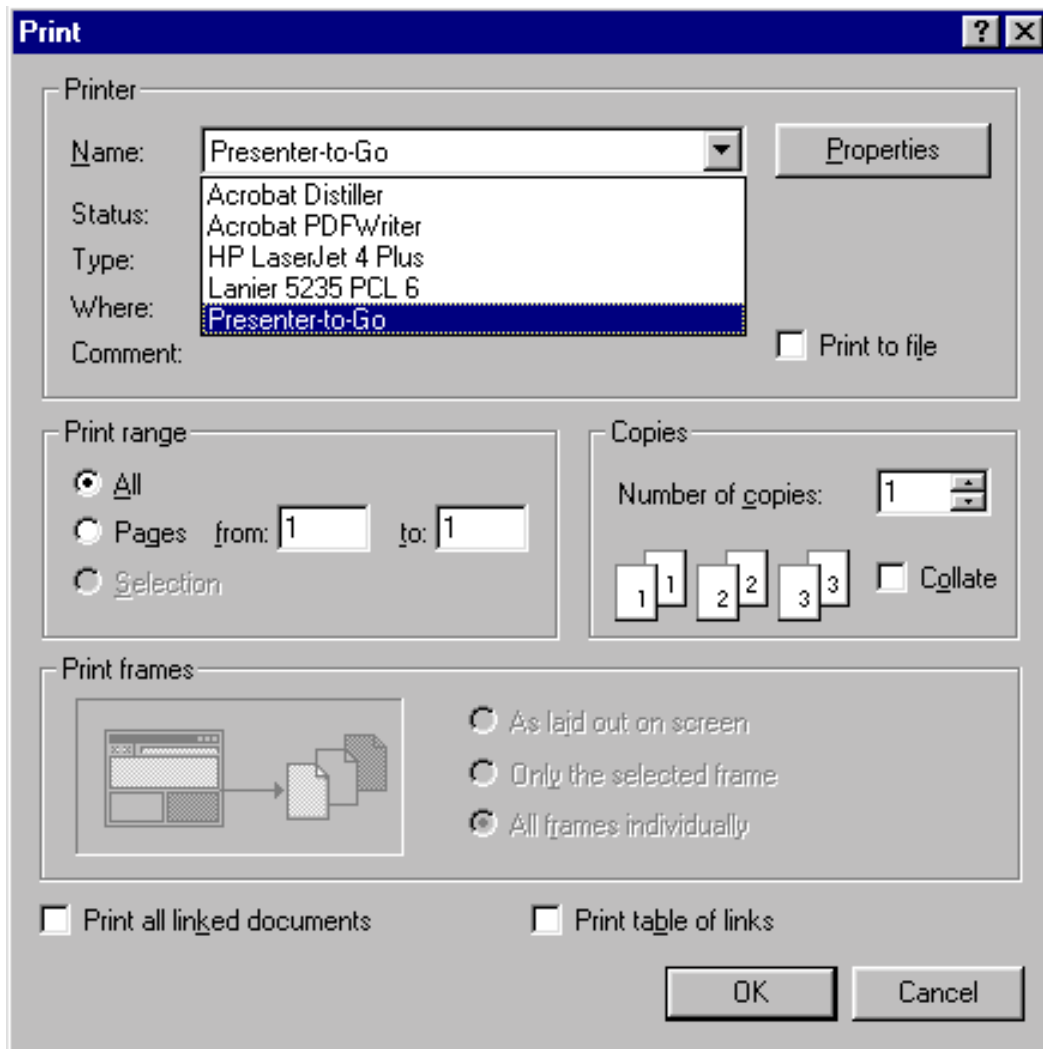
If the user has the HotSync software and a Visor Cradle installed on the computer, then all that is required to move the selected presentations into the Visor is to press the “Queue” button and HotSync.

Note: If you have Queued a presentation but prior to HotSync decide that you don’t want that presentation, it can be removed in the Palm Desktop Application by clicking on the Install icon, and then highlighting the file you don’t want to transfer and selecting REMOVE.

*Note: If you created a presentation but did not Queue it before quitting, you can get that presentation by selecting START then Program Files then MARGI then Presenter-to-Go. This will bring up the “Presenter-to-Go Creator” window with the presentation saved in the “Presentations List”.*

## Creating Presentations from Windows Applications with Printer Support:

Once the Presenter-to-Go PC creation software drivers are installed, you will find that you now have a printer called “Presenter-to-Go” as shown on the following page.

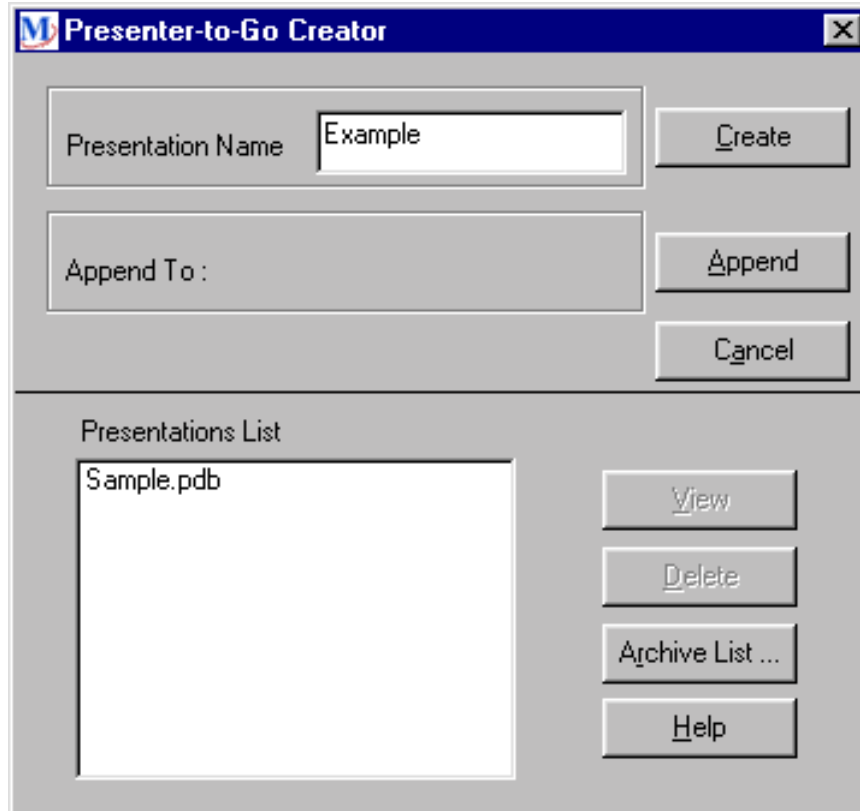


**Fig 5.4 Print window showing “Presenter-to-Go” Driver**

If you print using the Presenter-to-Go Printer Driver, when you press OK you will automatically:

1. Convert the document into the mobile presentation format in “LANDSCAPE” orientation. If the size of the document exceeds a page, then the driver will simply save the balance of the document as additional slides until all the material is presented.
2. The Presenter-to-Go Creator dialog window will appear with the name taken from the printing application in the document name box. You can rename the mobile presentation document. If you try to create another presentation with the same name that already exists in the queue, you will have an option to overwrite or rename it something different.

*Note: Sometimes Windows defaults the Presenter-to-Go to the PORTRAIT orientation. In that case, choose the “properties” of the “Presenter-to-Go Printer” and change the orientation to the LANDSCAPE mode. For PowerPoint, the default orientation is “LANDSCAPE” and you may not need to change the settings. You can verify how the presentation looks by “Viewing” the mobile presentation document after creating it.*



**Fig 5.5 “Presenter-to-Go” Creator with new document Name**

After the name is entered, and the Create button is selected OR the new pages are Appended to another presentation, the familiar “Presenter-to-Go Desktop” dialog box will appear. The commands and features of this window are discussed in detail above.

After the presentation is Queued then, you can perform a Hot Sync to get the presentation into the Visor handheld.

---

## 6. Creation Software Installation/Setup on Mac

---

### ***Installing the Presenter-to-Go Creation Software drivers.***

Important Notice: Close all applications prior to beginning the driver installation process.

Check that your computer meets the System Requirements for operating system and hardware requirements described in Section 2. Double-click on the Presenter-to-Go Install icon on the Presenter-to-Go CD to install the Presenter-to-Go presentation creation drivers (and the PowerPoint Add-in.) on your Mac. Re-boot the system after the software installation is complete.

### ***Un-Installing the Presenter-to-Go Creation Software drivers.***

When updating software versions, it is recommended that you remove the old creation application software drivers prior to installing the new version. This can be done by following the procedure below:

1. Insert the Presenter-to-Go software CD
2. Double-click on the “Presenter-to-Go Install” icon
3. Click on “Uninstall” in the box that appears.

---

## 7. Creating Your Presentation on a Mac

---

Presenter-to-Go presentations can be created directly from within Microsoft PowerPoint® or from any application that has print driver support. The processes are slightly different.

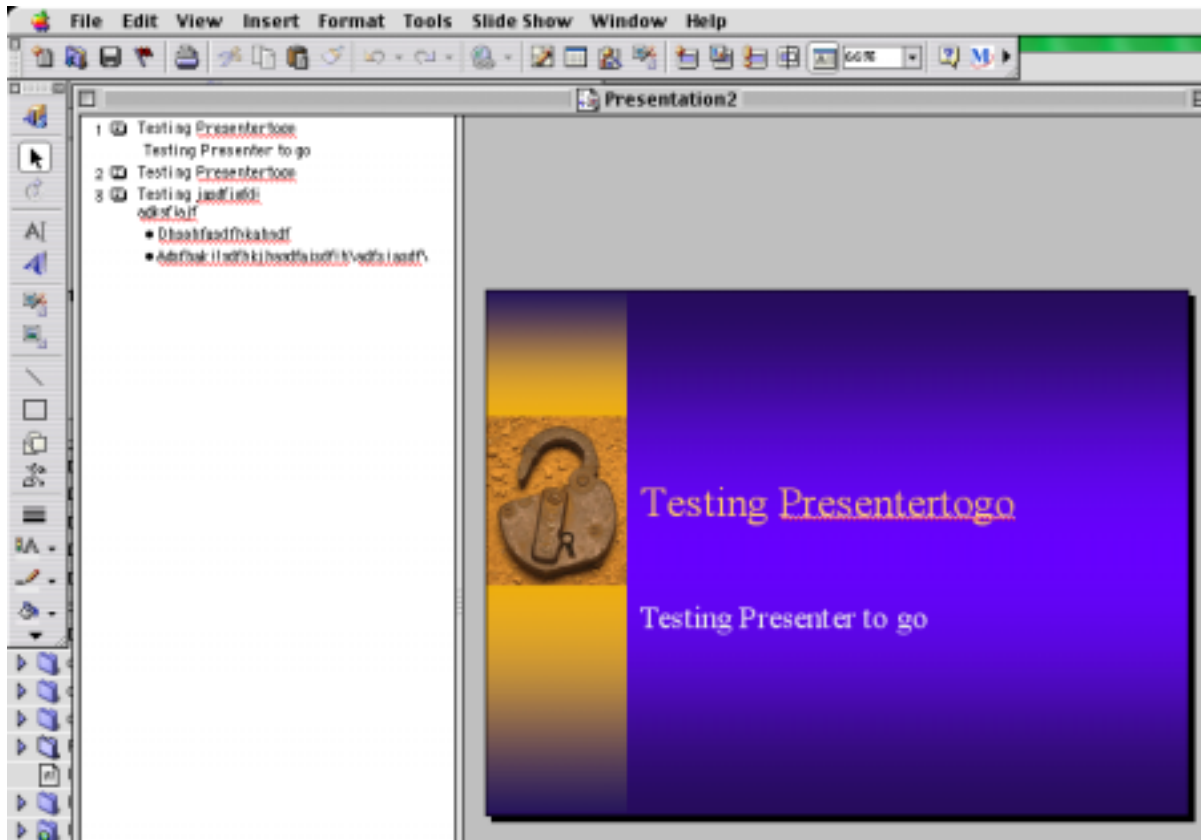
### ***Creating Presentations from within Microsoft PowerPoint on your desktop (or laptop):***

The Presenter-to-Go driver provides a button icon on the PowerPoint toolbar that looks like:



It is shown in the figure on the next page, and can be found at the far right of the toolbar.

Note: You must select Presenter-to-Go as your printer in the Chooser to use this function.



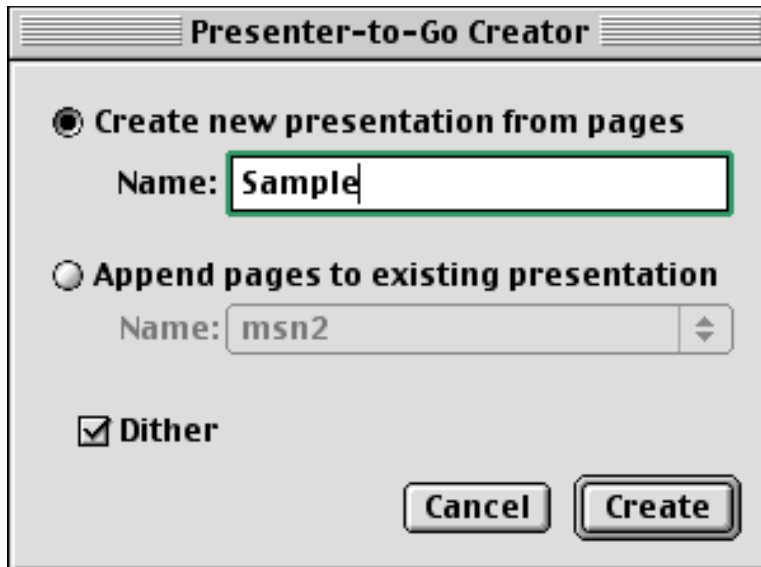
**Fig 7.1 Typical PowerPoint Screen with Presenter-to-Go Icon**

Complete your PowerPoint presentation as you normally would, taking notice of the note below.

Note: Presenter-to-Go does not support any slide-transitions, animation, or audio/video features available in Microsoft PowerPoint®. Only static slides are supported.

Click on the Presenter-to-Go icon and the following occur automatically:

1. Conversion of PowerPoint file into the compressed mobile presentation format. The Presenter-to-Go “Presentation Name” will be pre-filled with the same name as the PowerPoint file.
2. The “Presenter-to-Go Creator” dialog box will appear, as shown on the following page.



**Fig 7.2 Presenter-to-Go Creator dialog box**

The Presenter-to-Go Creator dialog box allows you to Change the name of the presentation. To change the name, simply change the name in the “Name” box. Press the “Create” button, to create a mobile presentation.

In order to append the presentation to an existing presentation, select “Append pages to existing presentation”. This will open the “Presenter-to-Go Archive List” as shown below. Select the presentation you wish to append the new document to and select “OK”.

The “Dither” option is turned on by default. This feature helps gradual changes in color appear smooth. There is a slight chance of objectionable artifacts. If this happens, you may simply un-select this feature.

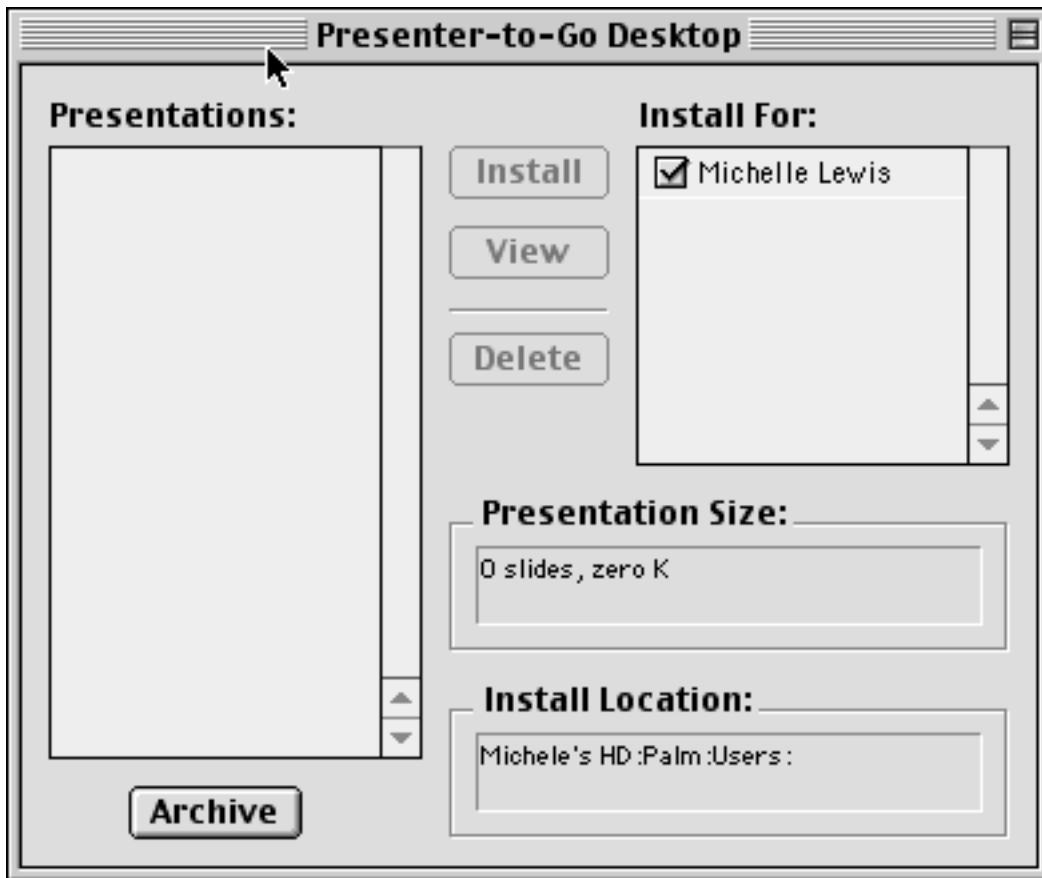


**Figure 7.3 Presenter-to-Go Archive List**

Clicking on the “Create” button will now append the current mobile presentation to the existing presentation listed on the “Append pages to existing presentation” line.

Documents previously transferred to the Visor are saved in the Presenter-to-Go Archive List. To append a new document to an archived document, click the “Archive List” button. A list of previous presentations will show in the “Archived Presentations” area of a new window. You can view and delete items in the archive list by using the “View” and “Delete” buttons. To copy an archived document to the current “Presentation List”, press the “Restore” button. Now you can use this presentation like any other presentation in “Archived Presentations”.

Pressing the Create or Append button will bring you to the “Presenter-to-Go Desktop” dialog box.



**Fig 7.4 The Presenter-to Go Desktop dialog box**

Your presentation will appear in the “Presenter-to-Go Desktop” Presentations” list. This list shows all the presentations that are ready to be transferred into the HotSync bin for the next HotSync operation into your Visor. The button functions are described below:

Note: The buttons offer context-sensitive tool-tips, meaning that if you slide the cursor over the button, an explanation of the button –function will appear, if you have “Show Balloons” activated.

**Install:** Transfers the selected presentation into the queue for the next HotSync operation into your Visor.

View: Allows you to view the contents of the selected presentation.  
 Delete: Allows you to delete the selected presentation.  
 Install For: Lets you select which users get the “Queued” presentations on that user’s next HotSync. If only one user is registered on the Visor, then that user name is automatically placed in the “Install For:” list.  
 Archive: Retains a list of all presentations that have been previously transferred to the HotSync bin.

If the user has the HotSync software and a Visor Cradle installed on the computer, then all that is required to move all of the presentations selected into the Visor is press the “Create” button and do a HotSync.

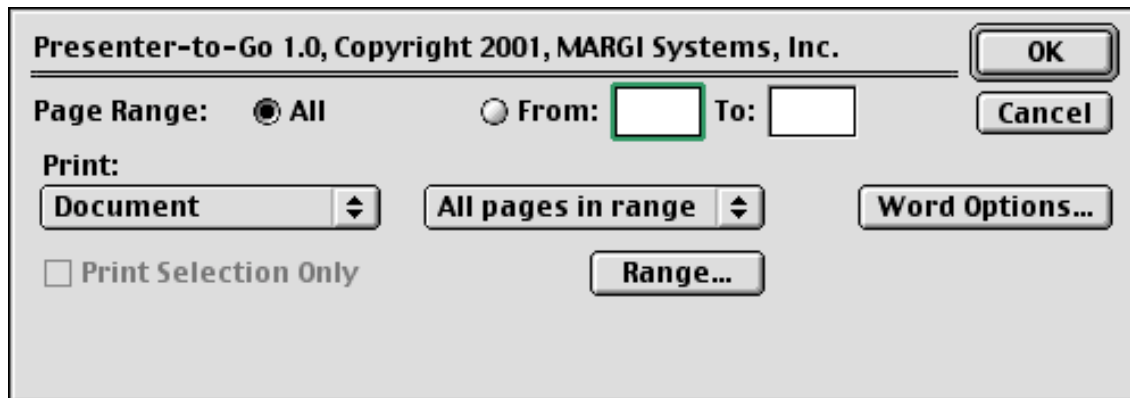
Note: If you have Queued a presentation but prior to HotSync decide that you don’t want that presentation, it can be removed in the Palm Desktop Application by clicking on the Install icon, and then highlighting the file you don’t want to transfer and selecting REMOVE.

Note: If you created a presentation but did not Queue it before quitting, you can get that presentation by selecting “Presenter-to-Go Desktop” under the apple icon. This will bring up the “Presenter-to-Go Desktop” window with the presentation saved in the “Presentations” list.

**Creating Presentations from Applications with Printer Support:**

Once the Presenter-to-Go creation software drivers are installed, you will find that you now have a printer called “Presenter-to-Go” as shown below.

Note: You must select Presenter-to-Go as your printer in the Chooser to use this function.



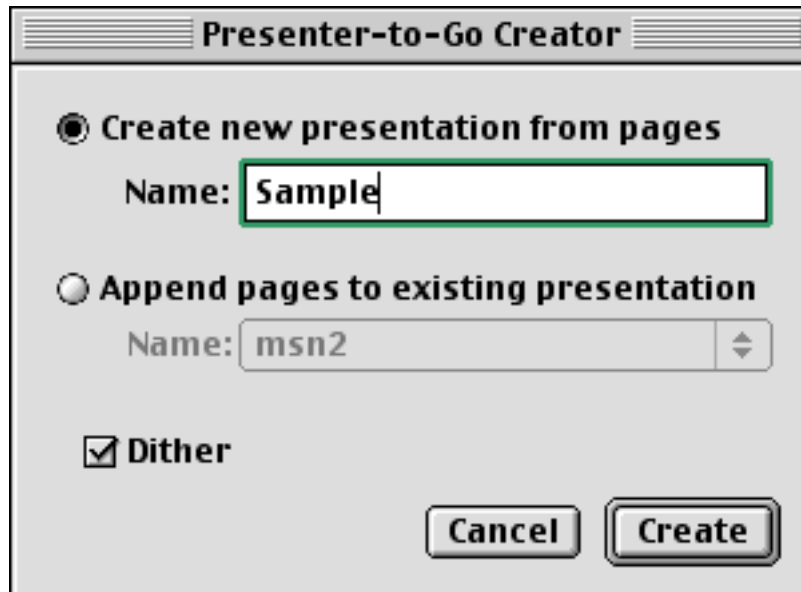
**Fig 7.5 Print window showing “Presenter-to-Go” Driver**

If you print using the Presenter-to-Go Printer Driver, when you press OK you will automatically:

1. Convert the document into the mobile presentation format in “LANDSCAPE” orientation. If the size of the document exceeds a page, then the driver will simply save the balance of the document as additional slides until all the material is presented.
2. The Presenter-to-Go Creator dialog window will appear with the name taken from the printing application in the document name box. You can rename the mobile presentation document. If



you try to create another presentation with the same name that already exists in the queue, you will have an option to overwrite or rename it something different.



**Fig 7.6 "Presenter-to-Go" Creator with new document Name**

After the name is entered, and the Create button is selected OR the new pages are Appended to another presentation, the familiar "Presenter-to-Go Desktop" dialog box will appear. The commands and features of this window are discussed in detail above. After the presentation is Queued then, you can perform a Hot Sync to get the presentation into the Visor handheld.

---

## 8. Bringing the Presentation into your Visor

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Like other Palm® OS applications, Presenter-to-Go mobile presentations are imported into the Visor using the HotSync process. It is assumed that your computer has a Visor cradle attached and that HotSync software is installed.

**Warning:** You may wish to disconnect all conduits except the "installer" if you are using the Visor only for presentations. This will prevent automatic syncing of other programs each time you HotSync to load presentations. This can be done in the Palm Desktop under HotSync/Custom.

### ***The HotSync™ Process:***

- 1 Put your Visor into its cradle. The Presenter-to-Go module does not need to be in the Visor.
- 2 Press the HotSync button on the cradle to import the Presenter-to-Go presentation(s) and any other data that is scheduled for transfer into your Visor's memory.
- 3 Remove the Visor for the cradle and take it to the location of your presentation.

**Note:** HotSync places presentations in the Visor's memory. To get presentations into the Presenter-to-Go memory, after the data has transferred to the Visor memory, you must use the MOVE or COPY command to transfer them to the Presenter-to-Go memory. Presentations with an (●) in front of their name are stored in the module's memory (but can only be seen when the module is powered).

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## 6. Using Presenter-to-Go

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Notice: When using Presenter-to-Go, the VGA adapter cable must be supported. This is best done by letting the Visor (with Presenter-to-Go module inserted) and adapter cable lay on a flat surface next to the display device. You should not pick up the Visor while it is attached to a display, as this will put undue stress on the connector joint, which may cause failures and the Warranty to be voided.



When you tap on the Presenter-to-Go Application icon, you will get a Splash screen followed by a Presentation Screen.

### *Splash and Presentation Screen*



**Fig 8.1** Splash Screen

**Fig 8.2** Visor with Presentation Screen

## Module Status

If you have opened the Presenter-to-Go Palm application without the module installed and powered you will get the “Presenter module not detected” message.

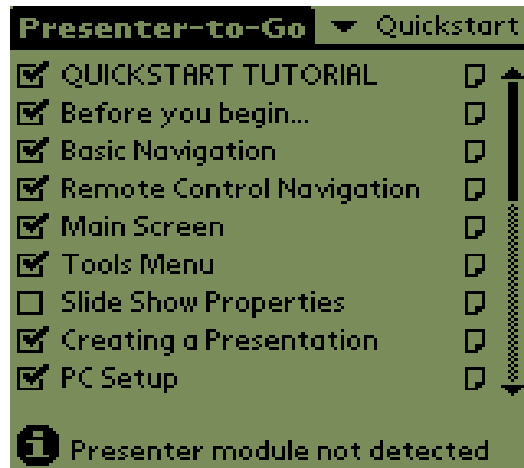


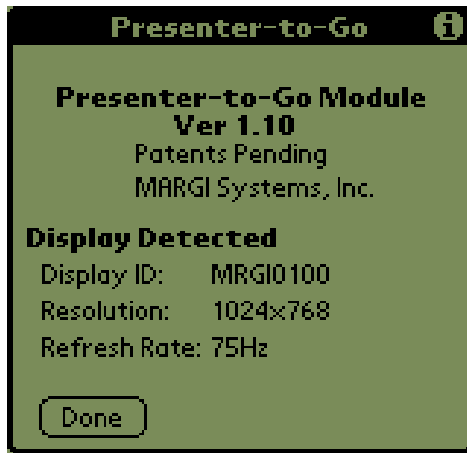
Fig 8.3: “Presenter module not detected”

Note: If the module is inserted, but the VGA adapter and A/C adapter are not connected then the Application will show the “Presenter module not detected” state. You will still be able to review and reorganize mobile presentations in the Visor memory, but you will not be able to review presentations in the Presenter-to-Go memory or make presentations.

### The About Screen:

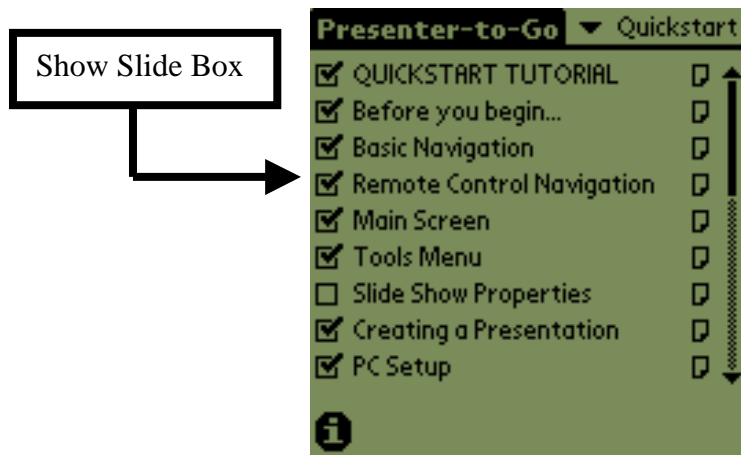
Tapping on the information indicator when the module is powered will give you the Presenter-to-Go about screen. Tapping the information indicator when the module is not powered will give you a Tip Screen that explains how to power the module.





**Fig 8.4 About Screen**

### **Show, or Hide slides**



**Fig 8.5 Show/Hide Slide Box**

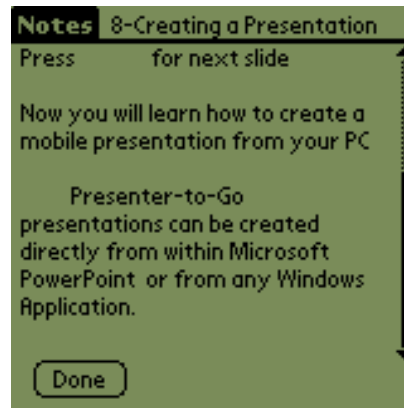


The show-slide box, when checked means that the slide is visible during the presentation.

The show-slide box, when unchecked means that the slide is hidden and will be skipped during the presentation.

### **Viewing Notes and Slide Text Content**

You can view the presenter notes and slide text content associated with any slide created from PowerPoint by pressing the Notes icon next to that slide. You cannot change the notes or text from within the Palm Application. You can check the notes and text of any slide without making that slide active. This allows one to skip ahead and review notes and slide text content prior to showing the slide to the audience. If you advance the slide while viewing its own notes and slide text content you will see notes and slide text content for the next slide come up. This allows the user to synchronize his notes as he advances through the presentation. The reviewer's notes are located at the top of the notes screen and the text is shown below the line marked "Slide Text".



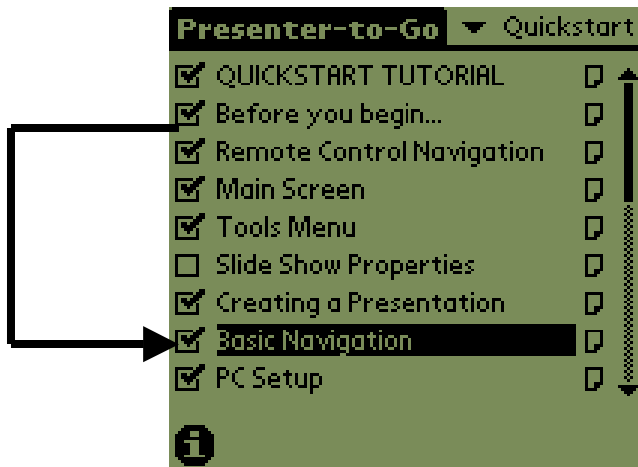
**Fig 8.6 Notes Icon**

**Fig 8.7 Slide Title – Text Content - Note Box**

Note: Slide notes and text content of slides created in PowerPoint will automatically be copied and placed in the Slide Note field.

### ***Drag & Drop Reorganization***

You can reorganize the order of slides by simply selecting a slide, and dragging & dropping it at an appropriate place. Following is an example; wherein the “Basic Navigation” slide has been moved down from third to eighth position.



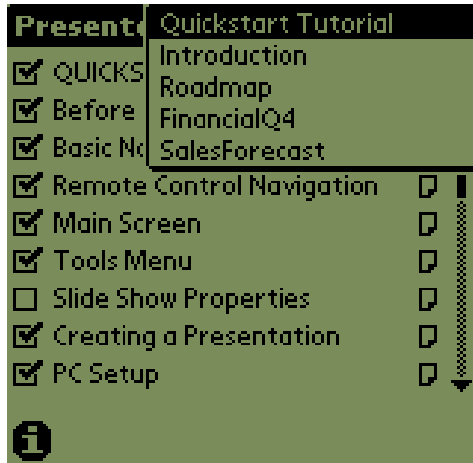
**Fig 8.8 Drag and Drop**

Note: If you re-arrange the slides in a presentation stored in the Visor’s memory those changes will be saved. If you re-arrange the slides in a presentation stored in the Presenter-to-Go memory they will not be saved, as Presenter-to-Go memory is read only. You can move a presentation from Presenter-to-Go memory to Visor memory to reorganize and save the change permanently.

### ***Switching between Presentations***

**Quickstart** The top-right corner of the display gives the name of the current presentation. When you tap the “pull down arrow”, a list of presentations becomes available for view. You can switch between presentations by tapping the presentation you wish to show. Presentations with a \* in front of their name are stored in the Presenter-to-go memory, and require power to be seen and reviewed. Presentations with no mark in front of their name are stored in the Visor memory, and can be

reviewed without the module requiring power. Regardless of where the presentation is stored, the module must always be powered to make a presentation on a VGA projector or display.



**Fig 8.9 Presentation Selection**

**Menu: Tools**

If you tap on the menu sector of the Visor, you will bring up the Tools menus as shown on the following page:



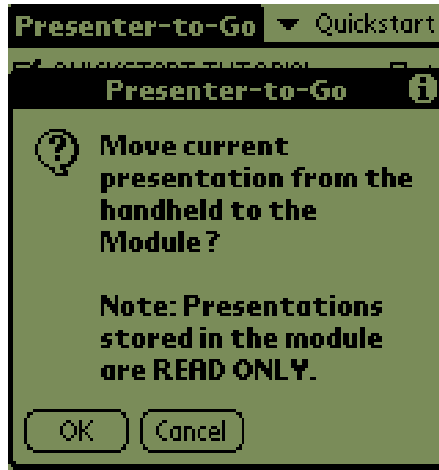
**Fig 8.10 Tools Pulldown**

All actions are applicable to the active (displayed) presentation.

Presentations with a (\*) before their name indicate that they are stored in the Presenter-to-Go module memory, and the module must be externally powered to review, and modify mobile presentation stored on the module.

**MOVE function**

Moves the active presentation between the Visor’s memory and Presenter-to-Go module memory. The destination for MOVE is the Visor memory if the source is the Presenter-to-Go module memory, and vice-versa.

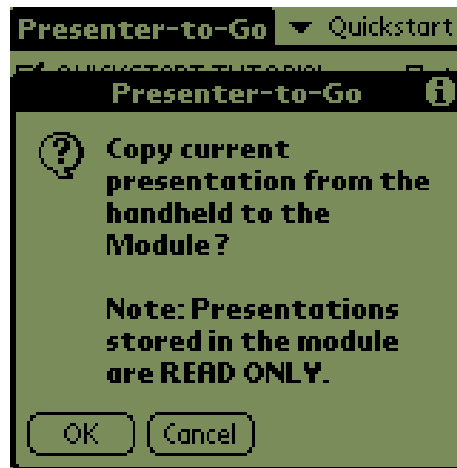


**Fig 8.11 Move Presentation**

Presenter-to-Go module memory size is 2MB and can accommodate about 100 mobile presentation slides. Many files compress by 65-95% during the conversion process.

### ***COPY function***

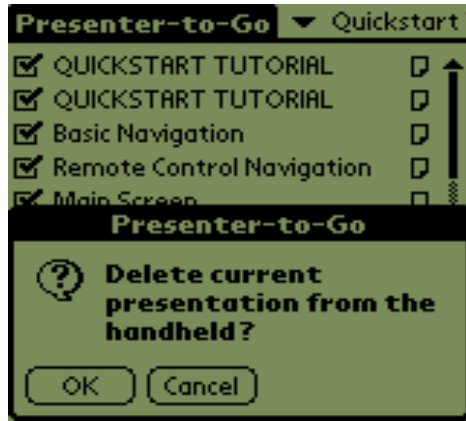
Copies active presentation between Visor memory to Presenter-to-Go module memory. The destination for COPY is the Visor memory if the source is the Presenter-to-Go module memory, and vice-versa.



**Fig 8.12 Copy Presentation**

### ***DELETE function***

Deletes the active presentation.

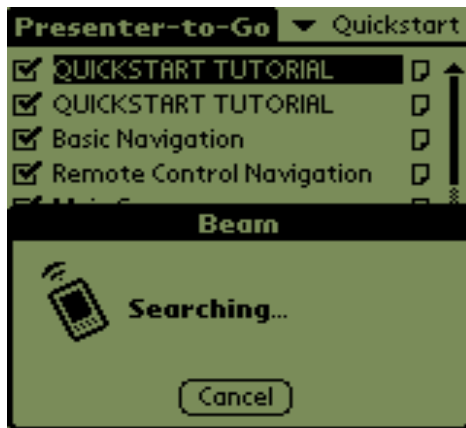


**Fig 8.13 Delete Presentation**

Warning: Do not use the delete function of the Visor Operating System to delete presentations. Although you may highlight one presentation, it will erase all presentations stored in the Visor handheld.

### ***Beaming Files to other Visor Handhelds***

You can beam the active presentation to any Handspring Visor handheld in range by selecting the “Beam” function. The beaming process follows the normal Palm beaming protocols. See you Palm manual for details.



**Figure 8.14 Beaming file to other Visor Handhelds.**

Note: Beam preference must be switched ON for the receiving Visor to start accepting the document.



## Menu: Show

The Show Menu has the choices as shown below:



Fig 8.15 Show Menu

## Set Preferences

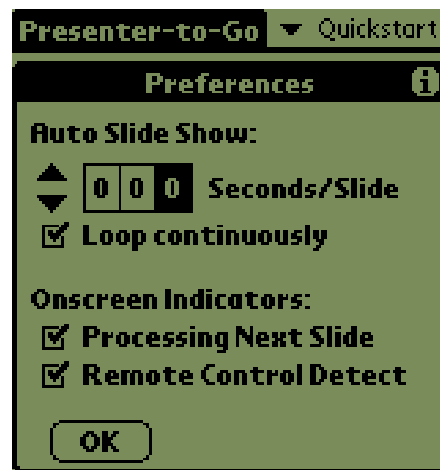


Fig 8.16 Set Preferences

- “Auto Slide Show” needs settings for automatic transitions between slides. The timing can be set between 1 to 999 seconds. If the time is set to 000, then the next slide is shown as soon as it is ready.
- “LOOP Continuously” default option is set to loop the presentation continuously, if “Auto Advance” is selected.
- To indicate that the next slide is decoding a clock icon will appear in the lower right corner of the screen. This can be disabled by un-checking the box.
- To indicate that the Visor has detected a command from Remote Control a light will flash in the lower right corner of the screen. This can be disabled by un-checking the box.

## Hide All, Show All



Hide All (Command-H), will uncheck the show-box on all slides. This option is useful if you want to show a limited number of slides, and want to disable-show for all and then selectively choose what to show.

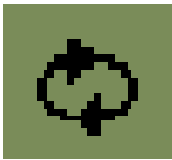


Show All (Command-S), will check the show-box on all slides. This option is useful if you want to all slides.

## Reset Order

Resets the order of slides to the original order from HotSync.

## Auto Advance



Selecting “Auto Advance” will put the current presentation into auto advance mode. The time between slides is the decompression time plus the time delay set in the “Auto Slide Show” counter in the Preferences window. A loop icon will appear at the bottom of the slide list. If tapped, the auto advance will stop.

## Menu: About

This is the best way to see the version number of your software and other information about Presenter-to-Go.



Fig 8.17 About Box

## Making a Presentation

Manual slide show presentation mode is the default. The physical Up and Down keys on the Handspring Visor are tied to the keys in this mode.



Pushing this button displays the previous slide.



Pushing this button displays the next slide.

## Showing a slide

Tap on any slide title to show it.

### First Show Page

First Show Page is the page that is displayed initially when the Presenter-to-Go Application is launched. If the card is still powered since the last slide show, then it is the last shown slide. This allows users to go to another application (i.e. Date Book, Address), and return to the presentation. Otherwise it is the first slide of the last presentation selected. If that presentation is unavailable, then it shows the Presenter-to-Go splash Screen.

#### Displaying Notes while making Presentations

To view corresponding slide-notes and slide text content while making the presentation, view the note of the first slide and start the presentation. Then as you change the slide in a presentation, the corresponding slide-note and text content will be enabled.

### Remote Control Operation

Included with Presenter-to-Go is a 14 button IR remote control shown below.



Note: The IR port on the Visor is on the side of the unit. It is important to point that side of the unit towards the area where the person with the remote control is located.

**Fig 8.18 Remote Control**

The following control choices are available:

REV            Reverse or back one slide.

FWD            Forward or advance one slide.

AUTO           Set the presentation in AUTO slide-show mode. If in Preferences the presentation is set to enable LOOP, then the presentation will run continuously.

RETURN        Return to last slide.

The slide number can be entered into the keypad directly. This in combination with the Return feature will allow the user to toggle between two slides anywhere in the presentation.

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## 9. Getting the Most out of your Presenter-to-Go Presentation (Power User Tips)

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By now you must have learned a lot about using the Presenter-to-Go solution. As a power-user, if you are wondering, how you can use the product most effectively, here are some tips:

### ***Making Mobile Presentations look good***

The mobile presentation format created on the computer uses compression techniques to efficiently transfer and present from the handheld. Here are some tips to make the process more efficient:

- When composing slides, keep the background simple. Don't use textured or pictorial backgrounds as they increase the size and the processing time for each slide.
- Expect slides with photographs to generate larger size presentation files and greater waits for the slide to be ready to present. Full size pictures can take up to 8-10 seconds on a standard Visor.

### ***Creating a Mobile Presentations from multiple applications***

The ability to create a single presentation from multiple applications seamlessly on your computer is one of the strengths of this product. Imagine that you are making a sales presentation for a Product; you may take the following steps:

- Create a Microsoft PowerPoint presentation on the PC called "Sales\_Prezo", with personal-reference notes. Click on the "Presenter-to-Go" icon on the tool-bar and CREATE the mobile presentation. DO NOT QUEUE or INSTALL the presentation
- Go to your Spec. Sheet of the Product (e.g. Microsoft Word), and "print" to the Presenter-to-Go printer. Before pressing the CREATE button on your Windows-compatible computer, click on the "Sales\_Prezo" in the Presentations-List. Now Sales\_Prezo will appear on the "Append to:" line. Press the APPEND button instead of the CREATE button. The Spec. Sheet is now appended to the "Sales\_Prezo". On your Mac, to append the presentation to an existing presentation, select "Append pages to existing presentation". This will open the "Presenter-to-Go Archive List". Select "Sales\_Prezo" to append the new document to your existing file and select "OK".
- Go to the Pricing sheet of the Product (e.g. Microsoft Excel®), and "print" to the Presenter-to-Go printer. On your Windows-Compatible computer, click on the "Sales\_Prezo" in the Presentations-List, and press the APPEND button and the Pricing Sheet is now appended to the "Sales\_Prezo". On your Mac, select "Append pages to existing presentation", opening the "Presenter-to-Go Archive List". Select "Sales\_Prezo" to append the new document to your existing file and select "OK".
- Got to any HTML pages as appropriate, and "print" to the Presenter-to-Go printer. On your Windows-Compatible computer, click on the "Sales\_Prezo" in the Presentations-List, and press the APPEND button and the HTML is now appended to the "Sales\_Prezo". On your Mac, select "Append pages to existing presentation", opening the "Presenter-to-Go Archive List". Select "Sales\_Prezo" to append the new document to your existing file and select "OK".
- Now VIEW the "Sales\_Prezo" from the Presenter-to-Go Application, and you will find that all the slides from different applications are available in one single presentation.
- You can also RESTORE presentations from archived Presentations, and append to them. You cannot, however, combine two existing presentations.

## ***Making Effective Presentations from your handheld Efficiently***

### **Making presentations when standing away**

The remote control device included in the product packaging can be very useful when making presentations. It helps you make presentations while you are at the podium or elsewhere in the room. A few tips:

- When the handheld “hears” the remote control, you will see an innocuous red-dot appear at the bottom-right corner of your presentation. If that red-dot does not appear when you press any key on the remote-control, it means that the remote-control is not being recognized (out-of-range, low-battery, etc.) Make sure to point the remote control at the infra-red (IR) window of the handheld.
- You can make a complete presentation from a Remote Control. Other features include going directly to a particular slide by punching that slide number. To return to the slide you came from, simply press the RETURN button on the Remote Control.

### **Reviewing Notes and Slide Text Content while Making Presentations- the Cheat Sheet**

One of the powerful features of the Presenter-to-Go solutions is the ability to review notes and slide text content while making presentations. Here is how you can do it:

- Select the notes of the first slide that you want to show.
- From within the Notes window, pressing the Down button on the Visor or Forward button on the remote will advance the presentation to the next slide. The notes and text content corresponding to that slide are shown on the Visor display.
- If you are in the standard slide list display (i.e. not in the notes page), and while you are viewing one slide, you can check the notes or slide text content of another by pressing its note button. The display will not advance. You can then determine if you want to hide that slide or not. You can then press the note button of the slide you are showing to re-synchronize the notes with the presentation.

### **Charging a handheld while making a presentation**

You must use a Handspring Visor Prism handheld to have the ability to charge while making a presentation.

- Obtain a Travel Charger from Handspring, and connect it to the HotSync connector at the bottom of the Prism handheld.
- Now you can have the Presenter-to-Go module powered and the handheld charging at the same time.

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## 10. MARGI Mirror Introduction

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This guide contains information on installation and use of the MARGI Mirror™ applet for use with the MARGI Presenter-to-Go™ Springboard™ presentation module.

The MARGI Mirror applet allows Presenter-to-Go Springboard module owners to display the contents of the 160x160 Handspring LCD on a VGA projector or monitor. It allows the user to display the thousands of Palm applications and any data stored on their Visor.

Notice: MARGI Mirror should not be confused with the Presenter-to-Go application, which shows compressed information from a PC such as PowerPoint presentations, Word documents and HTML at 1024x768 color resolution.

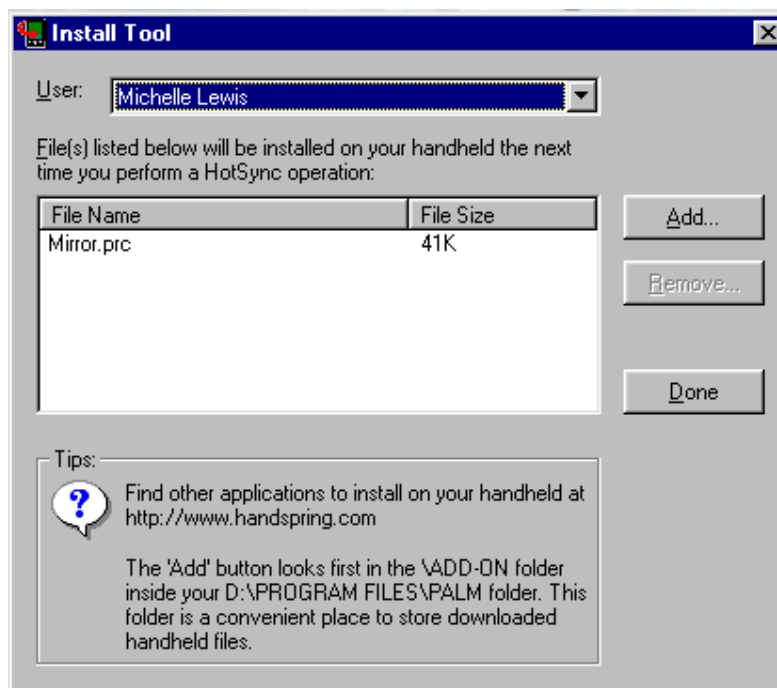
Downloadable updates and information are posted on the Presenter-to-Go web site, [www.presenter-to-go.com](http://www.presenter-to-go.com) under Support.

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## 11. MARGI Mirror Visor Installation/Setup on a PC

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Place the Presenter-to-Go CD in the CD-ROM drive of the Windows-compatible computer that has the Palm Desktop application and HotSync cradle installed. Double-click on the CD icon in “My Computer” so that you can see the contents of the Presenter-to-Go CD. Go into the Mirror Folder on the CD and double-click on the “Mirror.prc” file. The Window in Figure 11.1 will appear on your screen.



**Figure 11.1: Palm Install Tool screen**

If the MARGI Mirror applet is the only item you intend to install, press “Done”.

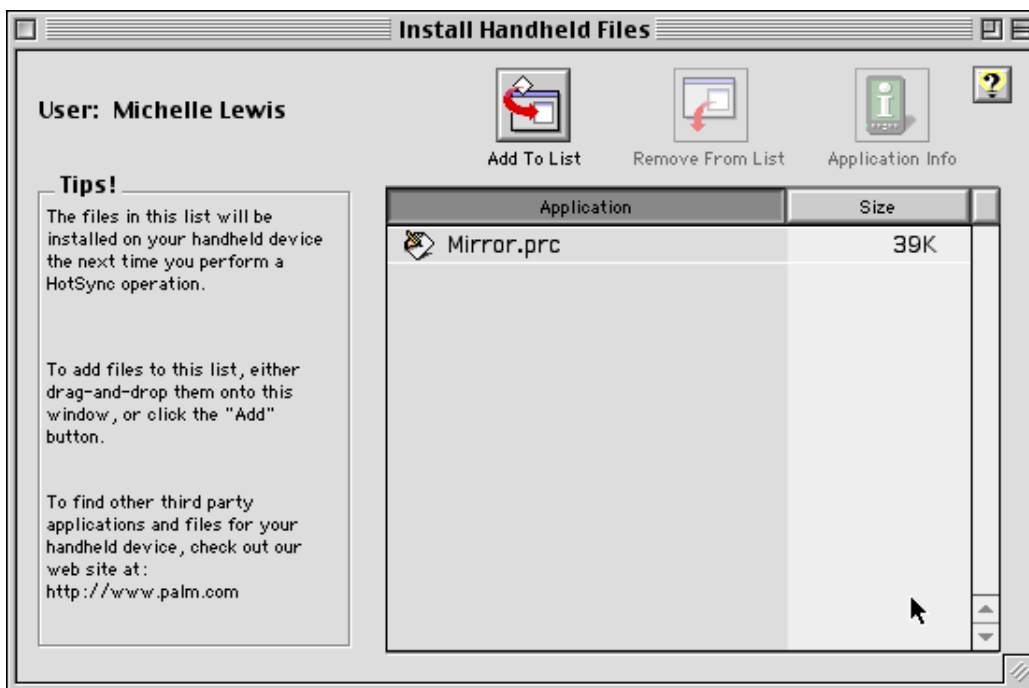
Put your Visor in the cradle and perform a HotSync. This will load the MARGI Mirror applet into the handheld.

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## 12. MARGI Mirror Visor Installation/Setup on Mac

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Place the Presenter-to-Go CD in the CD-ROM drive of the Macintosh-compatible computer that has the Palm Desktop application and HotSync cradle installed. Open the HotSync Manager. Under the “HotSync” menu, select “Install”. In the “Install Handheld Files” screen that opens, press the “Add To List” button. Select the “Mirror.prc” file from the Mirror folder on the Presenter-to-Go CD. When you have done this, the “Mirror.prc” should appear in the “Install Handheld Files” window as in Figure 12.1.



**Figure 12.1: Palm Install Tool screen**

If the MARGI Mirror applet is the only item you intend to install, simply exit the application.

Put your Visor in the cradle and perform a HotSync. This will load the MARGI Mirror applet into the handheld.

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# 13. Using MARGI Mirror

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Follow the procedure below to use the MARGI Mirror Palm OS applet on your Visor.

- Step 1**     Attach the flat connector end of the VGA connector cable to the Presenter-to-Go module. The flat-metal-edge of the connector should be on the same side as the MARGI product label. Plug in the A/C adapter into the wall socket and push its jack into the power connector located on the back end of the VGA connector.
  
- Step 2**     Insert the Presenter-to-Go module into your Visor's springboard expansion slot. The Visor will turn on automatically.
  
- Step 3**     Connect the VGA connector to a VGA projector, monitor, or other display capable of 1024 x 768 resolution and you will see the Presenter-to-Go splash screen.
  
- Step 4**     Go to the Visor's main menu (as shown below). Touch the stylus to the MARGI Mirror icon to launch the program. Select "Enable", "Zoom", "Update" and "Background Color" as discussed in the following pages.
  
- Step 5**     Go back to the main menu and select the application you wish to display.



**MARGI Mirror Icon**



**Figure 13.1: Visor Main Menu**



You will be able to see the MARGI Mirror applet icon without the Presenter-to-Go module plugged-in. You need to have the module plugged-in and powered to use the MARGI Mirror feature. Otherwise you will get the screen shown in Figure 13.2.



**Figure 13.2: Module Missing Screen**

Notice: When using the Presenter-to-Go module, the VGA adapter cable must be supported. This is best done by letting the Visor (with Presenter-to-Go module inserted) and adapter cable lay on a flat surface next to the display device. Do not put undue stress on the connector joint, it may cause mechanical failures and void the Warranty.



**Figure 13.3: MARGI Mirror Main Menu**

### **Video**

Select “Enable” to turn on the output VGA signals. When you are done using this feature, select “Disable”.

## Zoom

Which zoom you choose depends on the projector, LCD or CRT you are using, the size of the room and the distance of the projector from the screen or the monitor from the audience. MARGI recommends that you use 3X or 4X. The output resolution at 1X is 160x160, 2X is 320x320, 3X is 480x480 and 4X is 640x640.

Notice: Displays that only offer 800 x 600 resolution support cannot use the 4X zoom feature.

## Update

Refers to the rate of update of the video display. A faster display update is at the cost of increased CPU overhead.

Update Speed	Percentage of CPU Used
Slow	5-10%
Medium	10-20%
Fast	20-30%

Typing and game play can be comfortably done at “Medium”.

## Color Scheme

Allows you to choose the color of the background of monochrome Visors. The color chosen will represent what is normally black on the Visor’s screen, except for “Black” which in actuality is inverse. The default is “Green”. MARGI Mirror supports color output from the color display on the Handspring Visor Prism.



Figure 13.4: MARGI Mirror Color Scheme Menu

## About Screen

This is the best way to see the version number of your software and other information about MARGI Mirror.



Figure 13.5: MARGI Mirror About Screen

## Information Screen

Tapping on the “module info” button will give you the MARGI Mirror information screen. This screen will tell you version of Presenter-to-Go on the module you are using and tell you whether a display is detected using EDID or not.

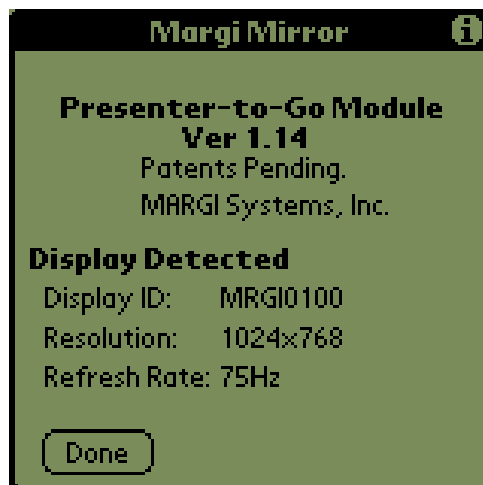


Figure 13.6: MARGI Mirror Information Screen

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## 14. Using MARGI Mirror with an External Keyboard

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Since MARGI Mirror essentially provides a display function, a natural evolution is to attach an external keyboard and create a “PC-Like” environment. The likely first application is word processing.

To use your Visor, Presenter-to-Go module with MARGI Mirror applet and display, an external keyboard and a word processing application (such as Dataviz Word-to-Go™) in a PC configuration, like figure 5.1, follow the steps below:

1. Turn on your Visor
2. Install Presenter-to-Go module, connect power and connect to a monitor or projector
3. “Enable” MARGI Mirror application and choose settings
4. “Enable” keyboard software
5. Open word processing application. As you type, you will be able to see your work in real-time.

Notice: MARGI does not guarantee operation with all combinations of keyboard software and application software. Known working combinations are posted at <a href="http://www.presenter-to-go.com">www.presenter-to-go.com</a> .
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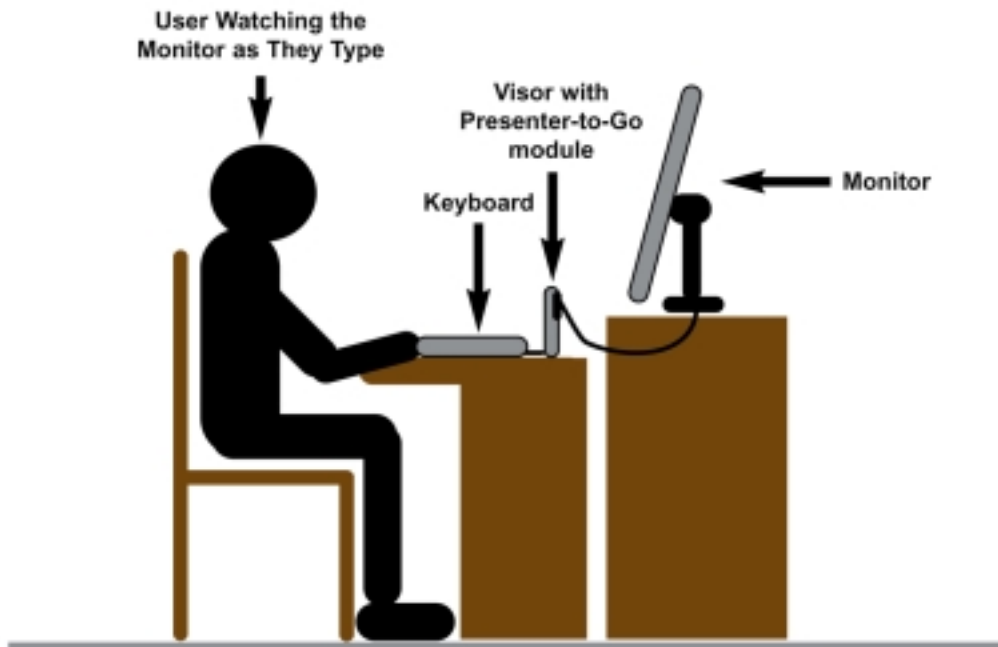
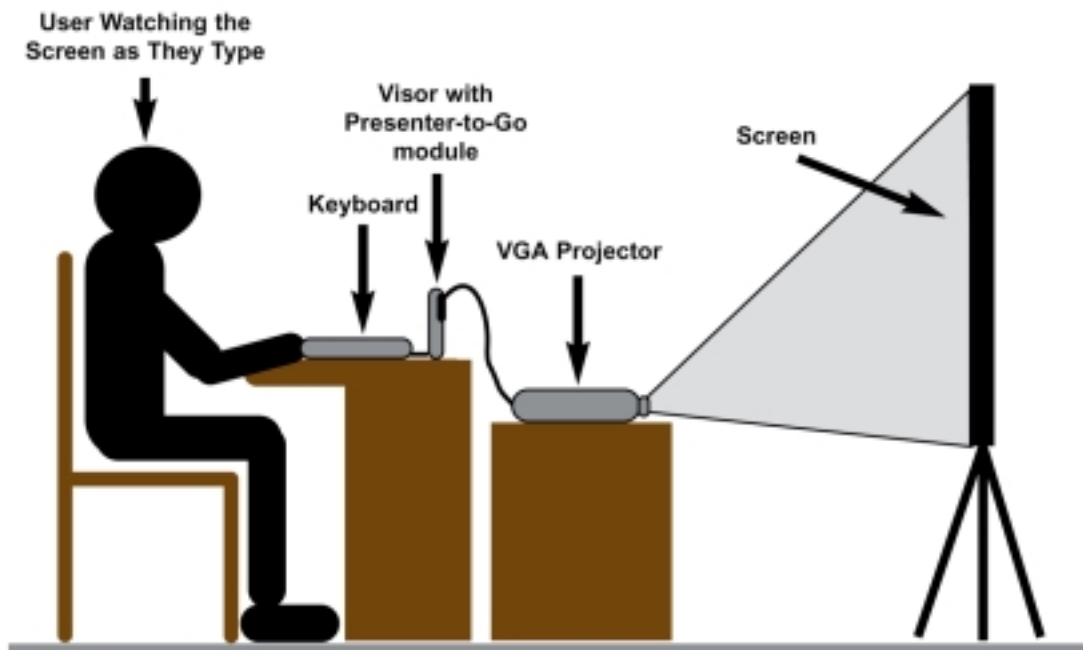


Figure 14.1 "PC-Like" setup

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# 15. Troubleshooting

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## **Frequently Asked Questions**

Q Does Presenter-to-Go work with all Handspring Visor models, including the Visor Edge?

A Yes

Q How much memory space do slides presentations take?

A Depending on the complexity of the slide, you can get about 100 slides in 2MB of memory. Slides may be stored in the Visor's memory or a flash memory module. During the conversion process, many presentations compress by 65 to 95%

Q Will I get color slides, even if my Visor is a Black and White display model?

A Yes, you will get 256 colors. Some pictures with thousands of shades of colors will not be as detailed, but standard graphics will look fine.

Q What features in PowerPoint are not supported by Presenter-to-Go?

A Presenter-to-Go does not support any slide-ins, builds, transitions, animation, motion, audio, or video features found in PowerPoint. Your slides need to be static.

Q Can I display the content of my Visor screen?

A Yes, using the MARGI Mirror Applet.

Q Does the Presenter-to-Go software work on Mac OS 8.5?

A Yes, the software works on Mac OS 8.5 and higher, excluding OS X.

Q My Visor, Presenter-to-Go module and secondary display are all powered and connected but I cannot view my presentation on the display. When I click on the "Information" button, it says there is "No Display Detected".

A This is due to a missing EDID. Either the EDID is corrupt or absent, so the module has no way to identify the display. If the display offers 1024x768 support, even without the EDID, the presentation may still run at the default of 1024x768 at 60Hz.

Q I get the following error in the logs: "ERROR: unable to write record data to device for file <FILENAME>"

A This is due to a conflict with InstallBuddy. BlueNomad has rectified the conflict in Release Version 1.54 of InstallBuddy.

Q When I try to use Presenter-to-Go in "Adobe Acrobat" the file output is not properly situated on the page.

A Files being converted in "Acrobat" must have been originally exported to "Acrobat" with their page setup as landscape.

Q When I try to use Presenter-to-Go with Crystal Graphics plug-ins, the program hangs in mid-conversion.

A At this time, the Presenter-to-Go compression/conversion software does not function with Crystal Graphics plug-ins. This issue will get fixed in the next release.

- Q How do I know if my presentation is too big to move to my Visor?  
A If you try to download a presentation to your Visor that is too large, you will receive an error message informing you that there is not enough memory to perform the function. Also, from the main screen on your Visor, you can hit your menu button and select "info" to see the available space on your Visor. To find out the size of the file you want to HotSync, you can go into the "Presenter-to-Go" folder under "Program Files" and enter the "Archive" folder. Then look for the name of the presentation that you'd like to move, and you can see the size of the .pdb file.
- Q How do I remove a file from the hotsync bin?  
A To remove file from hotsync bin: run the Palm Desktop Install Tool (Start\Programs\Palm Desktop\Install Tool) then select user then select offending file and click Remove...
- Q When I press the Presenter-to-Go icon in PowerPoint, will it automatically pick up the names of each slide, the presenter notes and the text content for each slide?  
A Yes
- Q I used the Presenter-to-Go printer driver to make a slide, but the slide was compressed in the horizontal direction.  
A You must change the printer driver to "Landscape" mode before printing. On some programs this must be done in the "Page Setup" and printer driver. You should be able to get slides that are the same aspect ratio as the original if you make these adjustments.
- Q Can I see what my presentation looks like before I HotSync it into the Visor?  
A Yes, use the "View" button to review your presentation prior to pressing the "Queue" button for HotSync.
- Q Can Presentations be copied into the 2MB Presenter-to-Go memory?  
A Yes, with the Copy or Move feature. If a presentation is stored in the module then it will be available whenever the module is plugged into any Visor. This means that the module (with presentation) can be handed to a presenter and all he needs to do is plug it in and make the presentation.
- Q I can't see the file names of the files stored in the Presenter-to-Go Module?  
A The module must be powered to review or present files stored in its memory. Files stored in the Visor's memory can be reviewed at all times (even when the module is not powered).
- Q How fast does Presenter-to-Go drain the Visor's batteries?  
A Presenter-to-Go uses its own power supply, so the module itself does not drain the Visor's batteries. On Visor's with 2 AAA batteries the program will run for about 12 hours before the Visor's batteries die. On the Prism model with a full charge the program will run for over 4 ½ hours.
- Q What is the range of the remote control?  
A The remote will work up to 6-8 feet from the Visor, however the Visor's IR window must be pointed in the direction of the user with the remote control.

- Q The picture on my monitor/projector display is incorrect or it flickers.  
A The display resolution or refresh rate is incorrectly determined. Re-start the Presenter-to-Go application, for the display to automatically detect 1024.x 768 at 75 Hz or manually adjust the display to that resolution.
- Q Presenter-to-Go turns on when I put my Visor Prism in the cradle?  
A Since the cradle for the Prism provides power to the module, Presenter-to-Go will automatically turn on. Tap the application selection square on the Visor to turn off the Presenter-to-Go application.
- Q Auto-shut-off does not work when the Presenter-to-Go application is running.  
A This is intended, and done so that a presentation does not stop in the middle, or while in automatic loop mode.

## ***Technical Support***

There are three ways to contact the MARGI Customer Service and Support:

- 1 Fill out the MARGI's Online Support Form by logging into <http://www.MARGI.com/supportform.html>. MARGI support staff will answer these contacts with one business day, usually only a few business hours.
- 2 You may FAX your questions to 510 657 4430. FAXes will be answered within one business day.
- 3 Telephone Support is available M-F 8:30 a.m. to 5:00 p.m. PST at (510) 657- 4435. Be sure to have your Visor and Presenter-to-Go module available when you call.



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# 16. Specifications

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## Presenter-to-Go Module Specifications

- Product weights are as follows: module is 1 oz., remote is 1 oz., cable is 2 oz. and power supply is 3 oz.
- Dimensions (in inches) are as follows; remote is 3.5" x 1.75" x .25", module is 2.25" x 2.125" x .25" and cable length is 12"
- Operating Voltage: 5V DC (See power options below)
- Power Consumption: under 0.5 Watts
- Output Resolution: 1024 x 768 (XGA) 8-bit color
- Remote Control: 14-button Infrared Red (range 6 to 8' when pointed at Visor's IR window)
- VGA Cable, 12" long, 26 pin flat connector to VGA (HD-15 female) connector. The power connector at VGA end of the cable.
- 2MB of flash memory (can accommodate about 100 slides of average text).

## Presentation Device

- Any monitor, display or projector with standard VGA input (HD15 connector) and is capable of 1024 x 768 resolution.

## Power Options

- Presenter-to-Go can be powered using the included A/C adapter or the Handspring travel charger. Presenter will not operate from the batteries in your Visor.

## Battery Life

- Up to 12 hours if used continuously with two fresh AAA batteries. With a full charge on a Visor Prism, up to 4 ½ hours of continuously running presentations can be made.

## Program Control Features

- HotSync to selected users
- Selectively Hide/Show Slides
- Drag and Drop Reorganization
- View Slide Notes and Slide Text
- Select From Multiple Presentations
- Manual/Automatic Show/Loop Function
- Create Presentations from PowerPoint 97/2000/XP on PC and 98/2001 on Mac with icon button on Toolbar.
- Create Presentations for any printable Windows 98, Me, 2000 or Mac OS 9 application. Slides can be appended to existing presentations. One single presentation can be made from slides from multiple applications.

## Remote Control Features

- Forward Advance, Reverse, Loop
- 10 Key Direct Slide Select
- Return to Last Slide

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# Appendix One: Product Warranty

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Notice: When using Presenter-to-Go, the VGA adapter cable must be supported. This is best done by letting the Visor (with Presenter-to-Go module inserted) and adapter cable lay on a flat surface next to the display device. You should not pick up the Visor while it is attached to a display, as this will put undue stress on the connector joint, which may cause failures and the Warranty to be voided.

MARGI Systems, Inc. (“MARGI”) warrants that this product will be free from defects in materials and workmanship during the warranty period, and will perform according to product documentation. If your product is found to be defective in materials or workmanship within the warranty period, MARGI will at its sole discretion, repair or replace the product at no charge. This warranty does not cover damage from everyday wear and tear or from transportation by a common carrier. There are not other express or implied warranties beyond the terms of this limited warranty, and MARGI hereby disclaims any, and or all implied warranties of merchantability and fitness for a particular purpose.

This warranty is contingent upon proper use of the product in the application for which it is intended and does not cover any product that was modified or subjected to unusual physical or electrical stress. MARGI’s maximum liability for breach of, or resulting from, this warranty will be limited to an amount not exceeding the original product purchase price. In no event shall MARGI be liable for special, incidental or consequential damages (including without limitation, damages for loss of business profits, business interruption, loss of business information or any other pecuniary loss), or for damages for personal injury or property damage arising out of the use of, or the possibility of such damages. The defective product must be returned to the original place of purchase with valid proof of purchase. State and local laws may apply.

MARGI Systems, Inc.

Warranty Period: 1 year.

Product: Presenter-to-Go Springboard module.

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# Appendix Two: Federal Communications Commission Information

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This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. Any changes or modifications to this product not expressly authorized by MARGI Systems may void your authority to operate this product. NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules.

These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.