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# AnyFact v1.1

*Personal Info Helper for Palm OS 5*

## User's Manual

1. Introduction
- 2. Installation**
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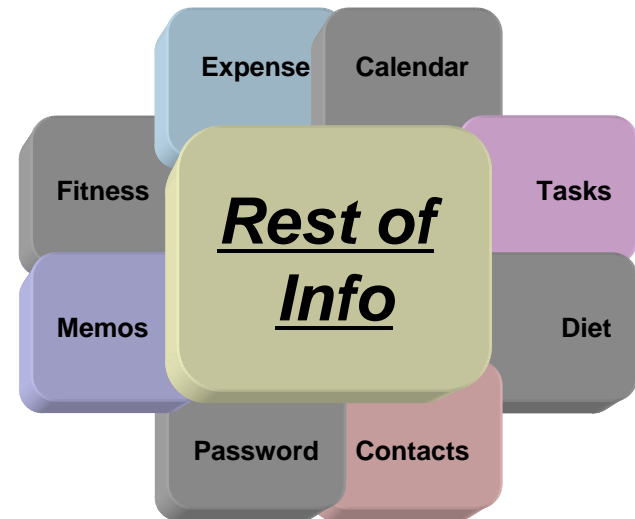
# 1. Introduction

**AnyFact** is a **Palm OS 5** application that allows you to store **small items of information**, of all kinds, that you need for **everyday life**.

Faster Smartphones and PDAs with more memory are being introduced.

Always have **ALL personal info** at your fingertips with **AnyFact**.

Instead of having them **scattered** in several specialized applications that are often awkward to use.



# 1. Introduction (continued)

## AnyFact

- Store info by category
- Use predefined templates for each category, for easy info input

The screenshot illustrates the AnyFact application's workflow. It starts with a home screen (10:00 pm) with a grid of icons. The 'AnyFact' icon is highlighted with a red circle. An arrow points to the 'AnyFact' main screen (1/13/07) displaying a list of entries. A red circle highlights the 'Setup' button at the bottom. An arrow points to the 'Record' screen (Events) showing a detailed view of a conference entry. A red circle highlights the 'Edit' button at the bottom. An arrow points to the 'Edit Categories...' dialog box, which lists categories like Banks, Companies, Credit Cards, Family, and Others. Another arrow points to the 'Note' screen, which displays a text note about booth setup. A final arrow points from the 'Setup' screen to the 'Field Label Edit' dialog box, which allows editing field labels like 'Acct No', 'Address', 'Affiliation', etc.

### Quick Setup:

Additional templates may be setup easily.

### Easy Customization:

Number of rows, row labels and labels can all be changed by the user.

## 2. Installation

Follow the steps listed below to install **AnyFact**

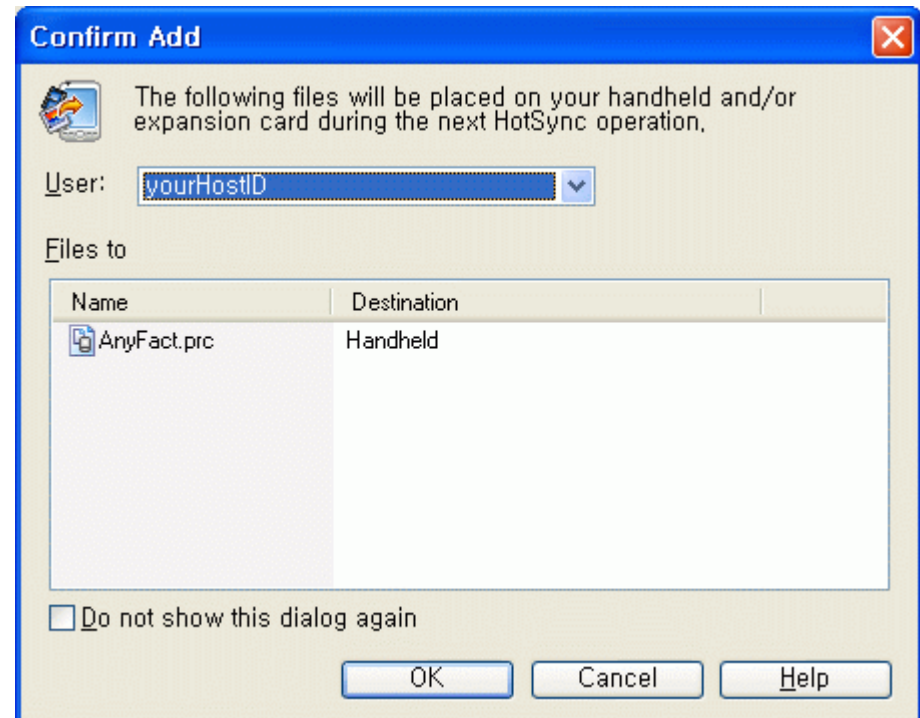
### 1. Unzip the downloaded directory

It will contain the following files:

- AnyFact
- Readme
- User's Manual

2. Read the **Software License Agreement** contained in the **Readme** file. If you agree to the terms in the agreement, continue.

3. Double click the **AnyFact** file  
**Confirm Add** window will be displayed.  
Select the **User** and close the window.

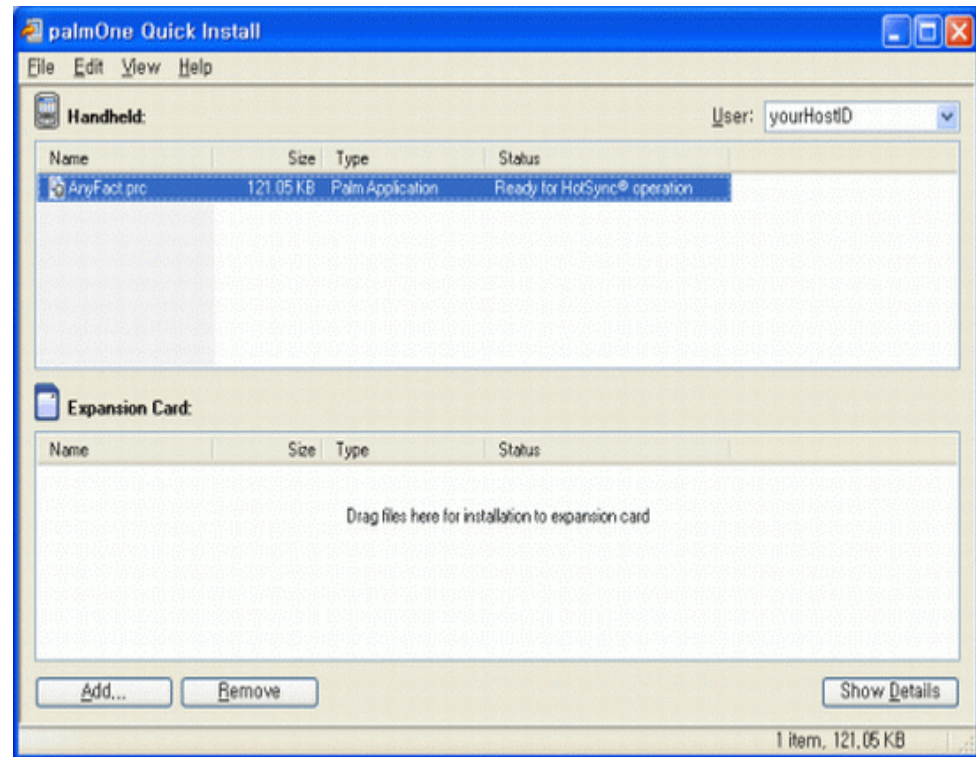


## 2. Installation (continued)

4. **palmOne Quick Install** window will be displayed. Verify whether **AnyFact** is listed. If it is, continue to **Step 5**.

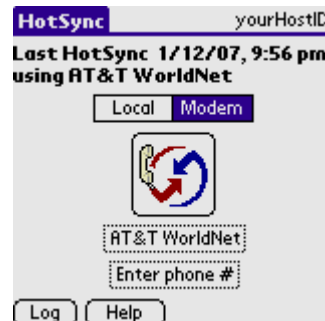
\* **In case Step 3 or Step 4 does not occur,** run **palmOne Quick Install** manually as follows:

- Drag in the **AnyFact** file
- Go to **Step 5**



### 5. HotSync

Connect your PDA and carry out a HotSync.



## 2. Installation (continued)

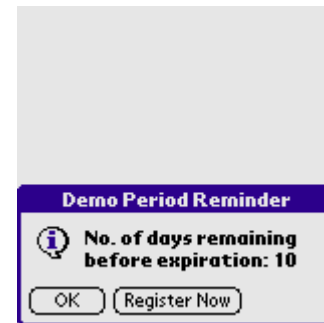
### 6. Tap the AnyFact icon to start

**Demo Period Reminder** form will be displayed.  
This message will appear once a day for the next 10 days.



### 7. Demo Period Reminder

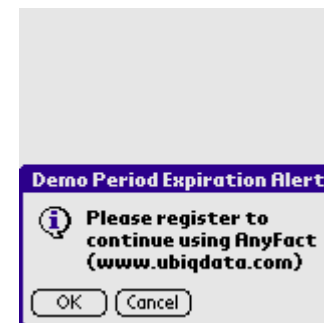
- Click **OK** to start **AnyFact**
- Click **Register Now** to register immediately



### 8. Demo Period Expiration Alert

When the 10 day free demo period has elapsed, you will be prompted to register each time you attempt to use **AnyFact**.

Data already entered will not be affected.



# 3. Registration

Follow the steps listed below to register **AnyFact**

## 1. Registration Code

- The HotSync username (yourHostID) you provide at the time of purchase will be used to generate a 5 digit **Registration Code**.

## 2. Demo Period Expiration Alert

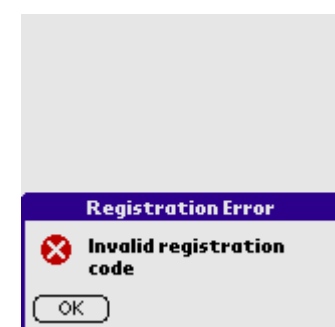
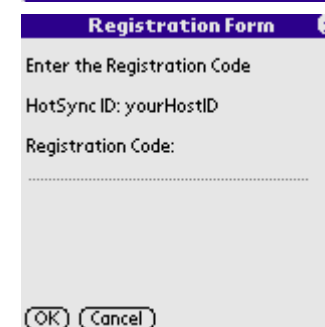
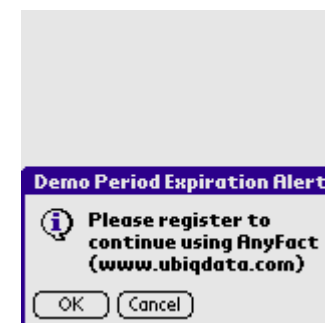
- Click **OK** to register

## \* AnyFact Options Menu

- You may also register immediately by clicking **Register** on the **Options Menu**

## 3. Registration Form

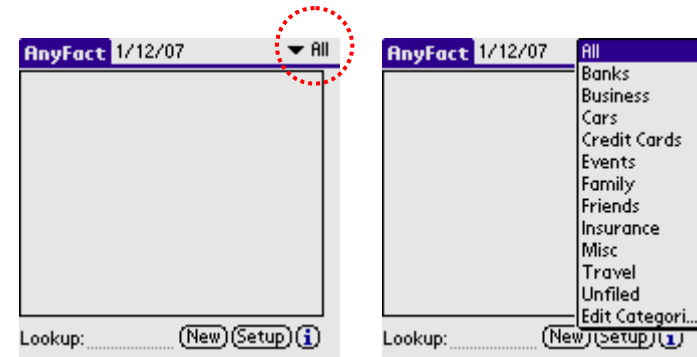
- Enter the **Registration Code**
- In case of error, repeat



# 4. Setup (Optional)

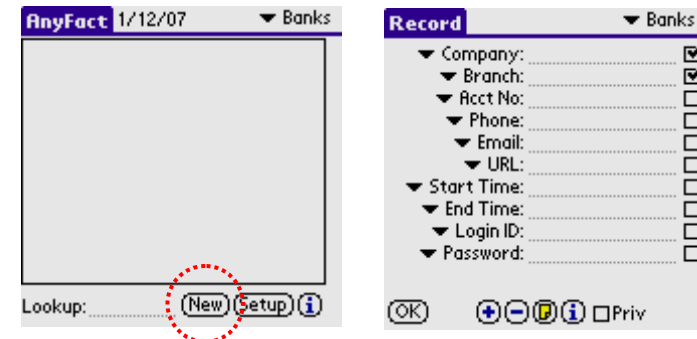
## 1. AnyFact Form

- Click **All** to view all categories
- Click **Edit Categories** to create new ones and to **Rename/Delete** existing ones



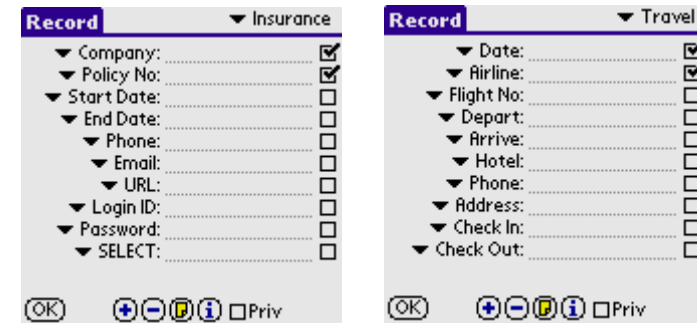
## 2. Select a category, Banks

- Click **New**
- A blank **Banks** record will be displayed



## 3. Predefined Templates

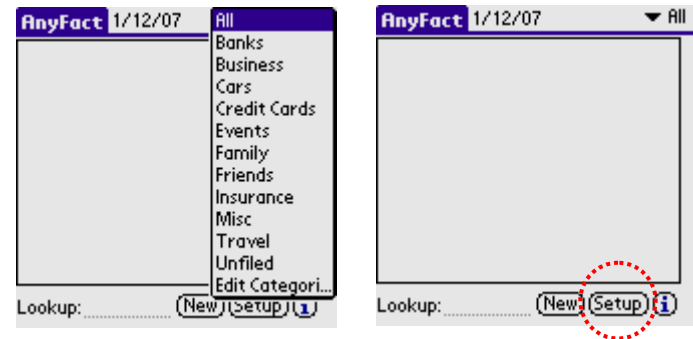
For each category, a template form containing predefined field labels like **Company, Acct No, Date** etc. are provided for immediate use.



# 4. Setup (continued)

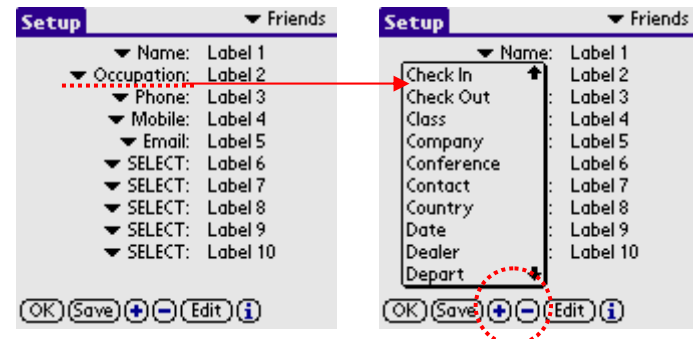
## 4. Setup a Template for Friends

- Select the category, **Friends**
- Click **Setup**
- A **Friends** setup form will be displayed



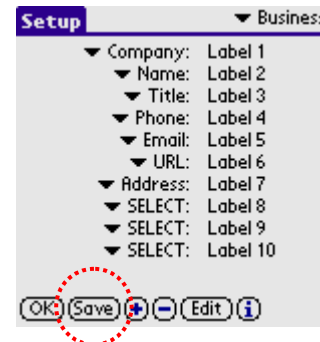
## 5. Modify Friends Setup Form as needed

- **Field labels:** By clicking on a label popup list and selecting a label
- **Number of rows:** By clicking on +/- (Max. 32, Min. 10)



## 6. Store the Template

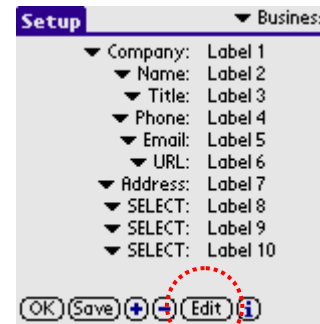
- Click **Save** to store the template
- Click **OK** to return to **AnyFact** form



## 4. Setup (continued)

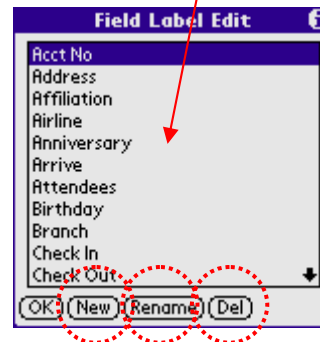
### 7. Editing Field Labels

- Click **Edit** to open the **Field Label Edit** form



### 8. Field Label Edit

- Click **New** to create a new field label
- Click **Rename** to rename an existing label
- Click **Del** to delete an existing label



# 5. Examples

## AnyFact Form

- **Category Popup List:** Select a category
- **Information:** Get instructions
- **Lookup:** Look up an item

The diagram shows three screenshots of the AnyFact application interface with callouts:

- Category Popup List:** A screenshot of a category selection menu. The menu is titled "AnyFact 1/12/07" and has a dropdown arrow next to "All". The list includes: Banks, Business, Cars, Credit Cards, Events, Family, Friends, Insurance, Misc, Travel, Unfiled, and Edit Categori... At the bottom, there is a "Lookup:" field and buttons for "(New)", "(Setup)", and "(i)". A red arrow points from the "Category Popup List" callout to the menu.
- Lookup:** A screenshot of a data table. The table is titled "AnyFact 1/13/07" and has a dropdown arrow next to "All". The table contains the following data:

Angela Park	Ubiq Bank
Design Meeting	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003
Roman Holiday	Trans Ocean
Sarah	452-5437
Ubiq Inc.	Jim Pitt
ZMART VISA	1234-5678-1234

At the bottom, there is a "Lookup:" field and buttons for "(New)", "(Setup)", and "(i)". A red arrow points from the "Lookup" callout to the table.
- Information:** A screenshot of a "Welcome!" dialog box. It contains the following text:

1. Use AnyFact to keep ALL the Small Details you need in everyday life at your Fingertips.

2. Tap on the (i) icon in each form for instructions.

3. Set Password and Current Privacy to protect private data. Tap on (Home -> Security) or (Home -> Prefs -> General -> Security).

At the bottom, there is an "OK" button. A red arrow points from the "Information" callout to the dialog box.

# 5. Examples (continued)

## AnyFact Form

- **New:** Open a new record
- **Open** existing records
- **Note:** Open an attached note

**Record** Events

- Meeting: Design Meeting
- Date: Feb. 22, 2007
- Start Time: 2:00 pm
- End Time: 4:00 pm
- Location: Ubiq Conference Room #5
- Contact: Jill Smith
- Attendees: Bill Sullivan
- Ken Lee
- Joan Adams
- Albert Chen

(OK) (Del) (+) (-) (P) (i) (Priv)

Checked items are displayed

Open records

**AnyFact** 1/13/07 All

Angela Park	Ubiq Bank
<b>Design Meeting</b>	<b>2:00 pm</b>
First State	AA-88880
National	421-2345
Phoenix GT	2003
Roman holiday	Trans Ocean
Sarah	No Title
Ubiq Inc.	Jim Pitt
ZMART VISA	1234-5678-1234

Lookup: (New) (Setup) (i)

Open a new record

**Record** Travel

- Title: Roman holiday
- Airline: Trans Ocean
- Flight No: TQ876
- Jan. 30, 2007
- Depart: New York 9:00 am
- Arrive: Rome 1:00 pm
- Hotel: Laurent
- Phone: 435-6789
- Address: Via Duomo 121
- Check In: 2:00 pm, Jan. 30
- Check Out: 12:00, Feb. 7

(OK) (Del) (+) (-) (P) (i) (Priv)

Open the attached note

**Note** (i)

Take the Airport-Termini express to Track 22 at Stazione Termini which is well served by taxis and is the hub of Metro.

Places to visit:

- Colosseum: Piazza del Colosseo
- Pantheon: Piazza della Rotonda
- Galleria-Borghese: Piazza Scipione Borghese
- Spanish Steps: Piazza di Spagna, junction of Via Condotti and Babuino

(OK) (Del)

**Record** Banks

- Company:
- Branch:
- Acct No:
- Phone:
- Email:
- URL:
- Start Time:
- End Time:
- Login ID:
- Password:

(OK) (+) (-) (P) (i) (Priv)

# 5. Examples (continued)

## AnyFact Form Options

- **Font:** Select a font for AnyFact form and record forms
- **Security:** Set **Current Privacy**
- **Register:** Activate AnyFact
- **About AnyFact:** Introduction

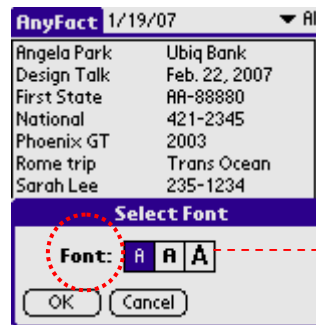


Options

Font...	<input checked="" type="checkbox"/>	F	Bank
Security...	<input checked="" type="checkbox"/>	H	.22, 2007
Register...	<input checked="" type="checkbox"/>	R	88880
About AnyFact			-2345

Phoenix GT 2003  
Rome trip Trans Ocean  
Sarah Lee 235-1234  
Ubiq Inc. Jim Pitt  
ZMART VISA 12-5678-1234

Lookup: ..... (New) (Setup) (i)



AnyFact 1/19/07 All

Angela Park	Ubiq Bank
Design Talk	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003
Rome trip	Trans Ocean
Sarah Lee	235-1234

Select Font

Font: A A A

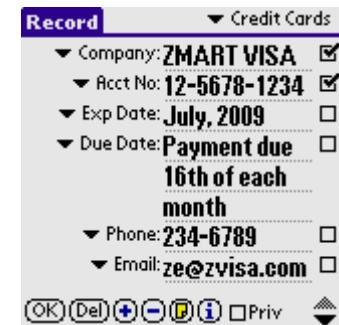
OK Cancel



AnyFact 1/19/07 All

Angela Park	Ubiq Bank
Design Talk	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003
Rome trip	Trans Ocean
Sarah Lee	235-1234
Ubiq Inc.	Jim Pitt

Lookup: ..... (New) (Setup) (i)



Record Credit Cards

Company: ZMART VISA

Acct No: 12-5678-1234

Exp Date: July, 2009

Due Date: Payment due 16th of each month

Phone: 234-6789

Email: ze@zvisa.com

OK (Del) (+) (-) (i) Priv



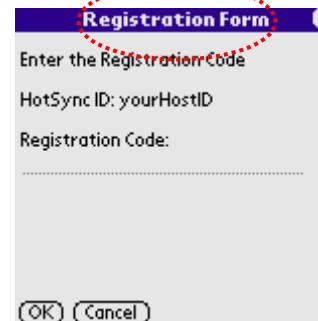
AnyFact 1/19/07 All

Angela Park	Ubiq Bank
Design Talk	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003

Change Security

Current Privacy: Mask Records

OK Cancel



Registration Form

Enter the Registration Code

HotSync ID: yourHostID

Registration Code: .....

OK Cancel



About AnyFact

AnyFact

Version 1.0

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OK

# 5. Examples (continued)

## Record Form

- **Priv**: If checked, password is needed to open the record

AnyFact 1/12/07 All

Angela Park	Ubiq Bank
Design Meeting	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003

**Show Private Records** ⓘ

Enter your password to show private records:

OK Cancel

AnyFact 1/12/07 All

Angela Park	Ubiq Bank
Design Meeting	Feb. 22, 2007
First State	AA-88880
National	421-2345
Phoenix GT	2003
Roman holiday	Trans Ocean
Cayab	No Title

**Private Record Confirmation**

Display private record?

OK Cancel

Record Banks

- Company: National
- Branch: New York
- Acct No: 1234-5678-7890
- Phone: 421-2345
- Email:
- URL:
- Start Time: 9:00 am
- End Time: 4:30 pm
- Login ID: myid89
- Password: mypswd32

OK (Del) + - ⓘ  Priv

Password needed to open

If password not set, this alert will be displayed

## Security Form (Palm top screen)

- **Password**: Set a password
- **Current Privacy**: Set privacy level

Security

**Password:**  
-Assigned-

**Auto Lock Handheld:**  
Never

**Current Privacy:**  
Mask Records

Lock & Turn Off... Help

# 5. Examples (continued)

## Record Form

- **OK**: Save record and return to **AnyFact** form
- **Del**: Delete record
- **+/-**: Add a new line at the end of the record (Max. 32) / remove the last line (Min. 10)

**Record** ▼ Cars

- ▼ Model: Phoenix GT
- ▼ Year: 2003
- ▼ Plate No: QW-8888
- ▼ Tune Up: 2005.10.30
- ▼ Oil Change: 2003.6.25
- 2004.7.22
- 2005.5.22
- ▼ Parking: Basement lot
- ▼ SELECT:
- ▼ SELECT:
- ▼ SELECT:

(OK) (Del) (+) (-) (P) (i) Priv

**Record** ▼ Insurance

- ▼ Company: First State
- ▼ Policy No: AA-88880
- ▼ Start Date: Oct. 22, 1995
- ▼ End Date:
- ▼ Phone: 345-7878
- ▼ Email: customr
- support@first.co
- ▼ URL: www.first.co
- ▼ Login ID: myid45
- ▼ Password: mypass18
- ▼ SELECT:

(OK) (Del) (+) (-) (P) (i) Priv

**Record** ▼ Family

- ▼ Name: Sarah
- ▼ Relation:
- ▼ Phone: 235-1234
- ▼ Mobile: 011-6754
- ▼ Email: sarah@ubiq.com
- ▼ Birthday: Sept. 5, 1985
- ▼ Anniversary: March 12, 2002
- ▼ Phone (W): 235-3333
- ▼ Passport#: 55-6723-89
- ▼ Exp Date: Aug. 21, 2008

(OK) (Del) (+) (-) (P) (i) Priv

## Record Form

- **Edit Menu**: Used for records
- **Note Menu**: Used for notes

**Edit**

Undo	/U	Phoenix GT	<input checked="" type="checkbox"/>
Cut	/X		<input checked="" type="checkbox"/>
Copy	/C	88	<input type="checkbox"/>
Paste	/P	1.30	<input type="checkbox"/>
Select All	/S	25	<input type="checkbox"/>
Keyboard	/K		<input type="checkbox"/>
Graffiti Help	/G		<input type="checkbox"/>

2004.7.22

2005.5.22

▼ Parking: Basement lot

(OK) (Del) (+) (-) (P) (i) Priv

**Edit**

Undo	/U	mini	
Cut	/X	t	
Copy	/C	sh is	
Paste	/P	nd is	
Select All	/S		
Keyboard	/K		
Graffiti Help	/G		

Places to visit:

Colosseum: Piazza del

(OK) (Del)

# 6. Backup

**Backup Conduit** provided by Palm is used to backup your records. Please follow the procedure given below.

## To back up your records in the PDA

Connect your PDA and carry out a HotSync.

## The following files will be backed up

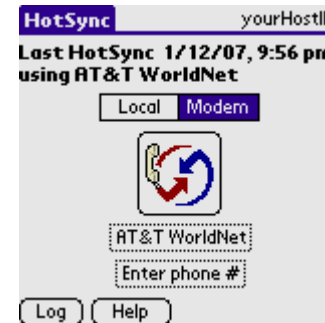
- AnyFact
- AnyFact Fields
- AnyFact Records
- AnyFact Templates

## To restore records to your PDA

Connect your PDA and carry out a HotSync.

## AnyFact Conduit and Desktop Manager

Currently under development.



# 7. Support

For more information, please visit our website.

**URL:** [www.ubiqdata.com](http://www.ubiqdata.com)

If you have further questions or comments, send us an email.

**Contact:** [support@ubiqdata.com](mailto:support@ubiqdata.com)

**Address:** UbiqData  
106-602 Cheongdam-dong 60  
Gangnam-gu, Seoul, South Korea 135-100

**Phone:** 82-16-285-5083

**Fax:** 82-2-6248-5083