# How to Do with Your



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Tools 💠 🔁 🚰 😂 🎦

Play music, browse the Web, send instant messages, download games-and more

**Personalize your Pocket PC to match** your style and needs

Manage appointments, take notes, crunch numbers, and synch data with your desktop PC

Frank McPherson

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OMPAD

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Dr. Taylor

How to Do Everything with Your	Pocket PC Second Edition

## What You'll Do in This Book

CHAPTER

Learn the hardware and software features of your Pocket PC	1
Work with information and run programs using the Pocket PC user interface	2
Change the appearance of your Pocket PC by selecting different themes	
Change the settings on your Pocket PC to tailor it to your needs	
Connect your Pocket PC with desktop computers	5
Synchronize your data with a desktop computer	6
Install programs onto your Pocket PC	7
Schedule appointments, manage contacts, and track tasks	8
Make phone calls using the Pocket PC Phone application	9
Create documents using Pocket Word	10
Work with numbers using Pocket Excel	11
Balance your checkbook and track investments	12
Record voice messages and take notes	13
Give presentations and view pictures	14
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### About the Author

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**Frank McPherson** is an avid user of handheld computers, starting with the Newton MessagePad in 1993 and later the Windows CE Handheld PC. Since 1993 he has been helping Newton, Handheld, and Pocket PC users online with Compuserve, the Microsoft Network, and Internet newsgroups. He developed and maintains the PocketPCHow2 website (http://www.pocketpchow2.com), which is visited by people from around the world seeking help using their Pocket PCs. Microsoft has recognized him as a Most Value Professional for his contributions to the mobile device community.

Frank has been a sports columnist and reporter for the Norway Current, a weekly newspaper in Norway, Michigan, and has also covered high school sports for the Iron Mountain Daily News in Iron Mountain, Michigan. Articles written by Frank about Pocket PCs have appeared in *Pocket PC Magazine*, *Brighthand.com*, and *PocketPC.com*.

A 1989 graduate of Michigan Technological University with a BS degree in Computer Science, Frank is also a Microsoft Certified Systems Engineer and Senior Information Specialist at EDS, where he has been employed for over ten years. Originally from Norway, Michigan, located in Michigan's beautiful Upper Peninsula, this Yooper now lives in West Bloomfield, Michigan with his wife, Ruth.

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