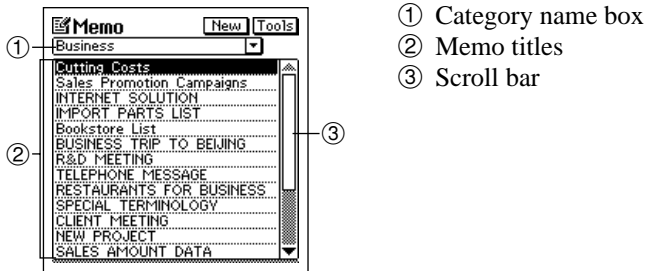


The Memo Mode works much like a basic word processor. It lets you input and store text files for later recall when you need them.

## Entering the Memo Mode

Tap the **Memo** icon below the PV Unit screen to enter the Memo Mode. You can also enter the Memo Mode by tapping **Menu** to display the Mode Menu, and then selecting **Memo**.



- This is the Memo list screen, which appears first when you enter the Memo Mode.
- The display category is the one that was selected when you last exited the Memo Mode.

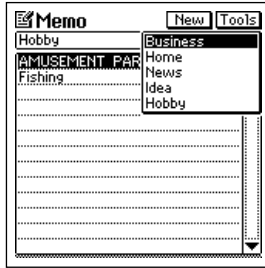
## Changing the Display Category

1. Display the Memo list screen.
  - Note that you can change the display category only from the Memo list screen.
2. Tap the ▼ arrow to the right of the category name box to open a list of categories, and tap the one you want to select.
  - The Memo Mode list changes to show all memos stored under the category you select.
  - All Memo Mode categories are initially named Untitled (1 through 5). See “Renaming Memo Categories” on page 62 for details on changing Memo Mode category names.

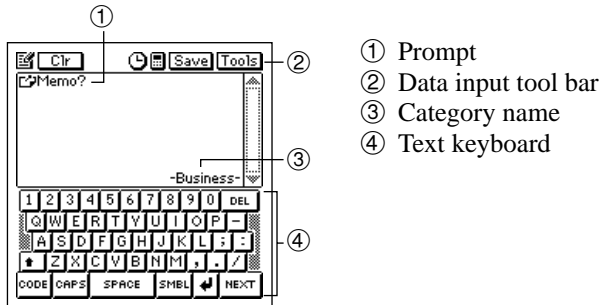
## Inputting New Memo Data

Data input procedures are the same for all categories.

1. While a Memo Mode list or data screen is on the display, tap the **New** button.

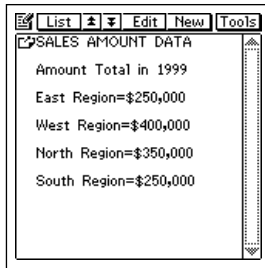


2. Tap the category where you want to input the data.
  - In this example, tap **Business**.



3. Input the text of the memo. The first line appears in the Memo list screen, so it is a good idea to input a descriptive title in the first line for later reference.

4. After you finish inputting all the data that you want, tap **Save** to store it.

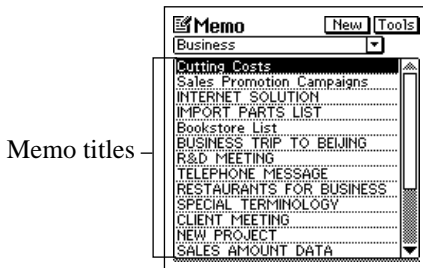


## Viewing Memo Data

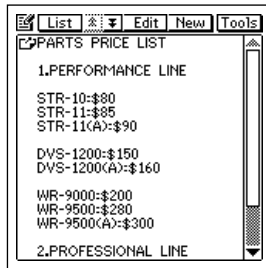
The following procedures explain how to recall a memo item (record) for viewing, and how to expand the data display to fill the entire screen.

### To view memo data

1. Display the Memo list screen.
  - Note that you can change the display category only from the Memo list screen.
2. Tap the ▼ arrow to the right of the category name box to open a list of categories, and tap the one that contains the data you want to view.



3. Rotate the **Action** control up or down to select the title of the memo you want to view, and then press the **Action** control to display its contents.



### To display an item in the full-screen view

1. Select the memo whose contents you want to display in the full-screen view.
  - You can select a memo by highlighting it in the list screen or by displaying its data screen.
2. Tap the **Menu Bar** icon to display the menu bar, and then tap **Option – Full screen**.



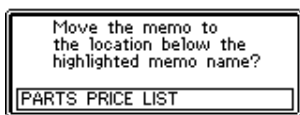
- You can use the **Action** control to scroll the screen contents up and down.
- Tap **Esc** to return to the normal view.

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## Moving a Memo within a List Screen

Use the following procedure when you want to move a memo to different location within the list screen of the same category.

- You can't move a memo from one category to another.
  1. Display the list screen that contains the memo you want to move, and tap the memo title to highlight it.
  2. Tap the **Menu Bar** icon to display the menu bar, and then tap **Option – Move**.



3. Tap the memo above which you want to move the memo you selected in step 1.
4. Tap **Exe** to move the memo.

## Renaming Memo Categories

Use the following procedure to change the name of a Memo category.

1. In the Memo Mode, display the list screen for the category whose name you want to change.
2. Tap the **Menu Bar** icon to display the menu bar, and then tap **Option – Name edit**.
3. Type in the name you want to assign to the category, and then tap **Save** to save it.
  - You can use up to 14 characters for a category name.
  - Category names revert to their preset defaults whenever the PV Unit is reset.