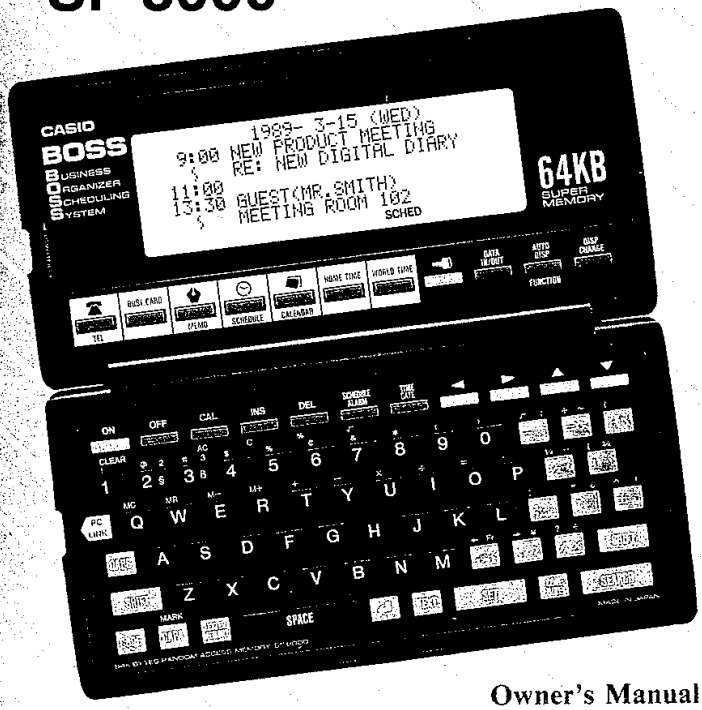
CASIO

MO03189901A (E) Printed in Japan

B.O.S.S.

Business Organizer Scheduling System

SF-8000



Owner's Manual

CASIO

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Introduction

Congratulations on your selection of a Casio SF-8000. This amazing compact personal data management tool makes it possible for you to carry volumes of information in your pocket or purse wherever you go.

A ***Telephone Directory*** holds names, addresses, telephone numbers and other data for instant recall.

A ***Business Card Library*** stores such professional data as personal name, organization name, position, telex number, and much more.

An electronic ***Schedule Keeper*** keeps track of your appointments and special occasions, and features schedule alarms that can be set independently of the appointment time.

A ***Memo Mode*** is useful for storage of lists, timetables, or other such data.

A ***Calendar Display*** produces full month calendars from January 1, 1901 through December 31, 2099.

A ***World Time*** function that tells you the time in any one of 127 cities around the globe.

A ***Secret Memory Area*** restricts access to only those who can enter a secret password.

Data Communications capabilities. The unit can be connected each other and also can be connected to an IBM PC/AT or PS/2 personal computer or a printer.

This and much more makes the Casio SF-8000 the most advanced personal data management tool available. Be sure to read this manual to get the most out of these features and functions, and to ensure that your information is stored securely.

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Contents

Before Beginning Operation **8**
Precautions 8
About power supplies 9
To replace the main power supply batteries 9
To replace the backup battery 10
About the Auto Power OFF function 12
Storage Capacity 12
Keys **14**
Key functions 15
Key identification chart 18
About the Symbols Used on the Display **20**
Learning About Your SF-8000 ..... **21**
To switch power ON and OFF 21
To adjust display contrast 21
Key input tone 21
To switch the key input tone ON and OFF 21
Entering text 23
Moving the cursor on the display 23
About the CAPS key 24
About the SHIFT key 24
About the CODE key 25
Editing text 25
To delete characters 25
To insert characters 25
To replace characters 26
How the SF-8000 keeps time 26

Using the Data Management Functions

Using the Telephone Directory Function **28**
Format 28
To store data in the Telephone Directory 28
Recalling Telephone Directory data 32
About the Telephone Directory display 33
Before trying the examples in this section... 34
To locate data using Index Search 35
To locate data using Direct Search 37
To locate data using Random Search 39
Using Combined Search 40
To locate data using Direct Combined Search 40
To locate data using Random Combined Search 41
To locate data using Sequential Search 43
Using the Business Card Library Function **45**
Format 45
To store data in the Business Card Library 46
Recalling Business Card Library data 52
About the Business Card Library display 52
Before trying the examples in this section.... 54
To locate data using Index Search 56
To locate data using Direct Search 59
To locate data using Random Search 60
Using Combined Search 62
To locate data using Direct Combined Search 62
To locate data using Random Combined Search 64
Using the Memo Function **66**
Format 66
To store data in the Memo Mode 66
Recalling Memo data 68
About the Memo display 69
Before trying the examples in this section... 70
To locate data using Index Search 71
To locate data using Direct Search 73
To locate data using Random Search 75
To locate data using Sequential Search 76
Inserting a memo between two existing memos 78
To insert a memo betweent two existing memos 78
Using the Calender Function **81**
Displaying a calendar for a specific month 81
To display the current date's calendar 81
To specify a month in the CAL mode 82
To specify a month in the Calendar display 83
Accessing a schedule data item from a calendar 84
To scroll through calendars 84

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Selecting dates 85
To selecting a date using the cursor keys 85
To select a date by entering a value 86
To highlight holidays and special dates 87
To clear the highlights from an entire month 88
To clear the highlights from a series of months 88
Working day counts 89
To count the number of working days 89
Using the Schedule Keeper 91
Format 91
About Schedule Keeper displays 91
Entering the Schedule Keeper 94
To specify a date 94
To specify the date in the CAL mode 95
To select a date from the Calendar 95
Sequential selection 97
Entering data into the Schedule Keeper 98
Recalling Schedule Keeper data 103
Before trying the examples in this section... 104
Date Search 104
Calendar Search 106
Using Direct Search 107
To search for text 107
To search for times 108
Using Random Search 110
To search for text 110
To search for times 112
Using the Schedule Alarm Function 114
When a schedule alarm time is reached 116
Checking schedule alarms times 116
To switch schedule alarms ON and OFF 117
To cancel a schedule alarm 118
Using the Timekeeping Function 119
About Home Time and World Time 119
Specifying Home Time 121
To specify your Home Time 121
Setting the current time 123
To set the current time 123
Setting the daily alarm 125

To set the daily alarm 125
To switch the daily alarm ON and OFF 126
To switch between 12-hour and 24-hour format 127
Changing the World Time Display 128
Using the daylight saving time function 130
To switch daylight saving time ON and OFF 130
Using the Mark Function 131
To assign marks to data items 131
To unmark a data item 132
Using the Secret Function 133
To register a password 133
To exit the secret area 135
Recalling data items stored in the secret area 136
To enter the secret area 136
Using the Letter Memory Function 138
To store Letter Memory data 138
To recall Letter Memory data 140
Editing Data Items Stored in Memory 142
To change an existing data item 142
To mark an existing data item 144
To change the date of a Schedule Keeper data item 145
To batch edit multiple data items 147
Editing entry names 150
To change the password 151
Deleting data items 154
To delete individual data items 154
To delete unmarked data items 155
To delete unmarked Schedule Keeper data items 157
Transferring data between the secret and open areas 159
To transfer a data item from the open area to the secret area 159
To transfer a data item from the secret area to the open area 161
Duplicating data items 163
Using the Auto Display Function 165
Auto Sort Sequence 166
Resetting the SF-8000's Memory 167
To reset the SF-8000's memory 167
About the Memory Capacity Display 168
Data Input Error Table 169

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Using the Calculator Function

Performing General Calculations **172**
Calculation keys 172
Making corrections in calculations 173
About errors 173
Causes of errors 173
Calculation examples 174
Performing Date Calculations **175**

Using the Data Communication Function

About the Data Communication Function **180**
Connecting Two SF-8000 Units **182**
To connect two SF-8000 units 182
To connect a SF-8000 with a personal computer 183
To connect a SF-8000 with a printer 184
Setting the Hardware Parameters **185**
To set the hardware parameters 185
About Data Communications **187**
Setting up the Receive SF-8000 Unit **188**
To set up the receive SF-8000 unit 188
Transmitting Data **190**
To send all data items 190
To send ONE DATA ITEM in the Telephone Directory, Business Card Library, or Memo Mode 192
To send ONE DATA ITEM in the Schedule Keeper 194
To send one MONTH in the Calendar Display 196
To send MODE DATA ITEMS in the Telephone Directory, Business Card Library, or Memo Mode 198
To send MODE DATA ITEMS for a specific period in the Schedule Keeper 200
To send MODE DATA ITEMS for a specific period in the Calendar Display 202

Printing Data **204**
About printing 204
Printing Error Messages 205
To print ONE DATA ITEM in the Telephone Directory, Business Card Library, or Memo Mode 205
To print ONE DATA ITEM in the Schedule Keeper 207
To print one MONTH in the Calendar Display 208
To print MODE DATA ITEMS in the Telephone Directory, Business Card Library, or Memo Mode 210
To print MODE DATA ITEMS for a specific period in the Schedule Keeper 211
To print MODE DATA ITEMS for a specific period in the Calendar Display 213

Specifications **215**

Menu Table **216**

Index **220**

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Before Beginning Operation

Precautions

Note the following important precautions to ensure that you get the most out of your SF-8000.

- Never try to take your SF-8000 apart.
- Avoid strong impact and sudden temperature changes.
- At very low temperatures, the display response time may slow down or the display may fail completely. This is temporary, and correct operation should return at normal temperature.
- When the message "MAIN POWER SUPPLY BATTERIES GETTING WEAK ! REPLACE !" appears on the display, switch power off and replace batteries.
- To avoid serious damage caused by leaking batteries, replace batteries once every two years, regardless of how much you use the SF-8000.
- Never use thinner, benzine or other volatile agents to clean the exterior of the SF-8000. Instead, wipe it off with a soft cloth dampened in a solution of water and a mild, neutral detergent. Wring the cloth out until it is almost dry.
- If the SF-8000 is exposed to strong static electrical charges, the display may dim or the SF-8000 may lock up. To correct this situation, switch power off, and then remove and then replace the main power supply batteries.
- Do not press the keys of the SF-8000 with a pen, pencil or other sharp object.
- The SF-8000 may cause interference with radio or television reception. Keep it away from such appliances when in use.
- Casio Computer Co., Ltd. assumes no responsibility for any damage or loss resulting from the use of this manual.
- Casio Computer Co., Ltd. assumes no responsibility for any loss or claims by third parties which may arise through the use of the SF-8000.
- Casio Computer Co., Ltd. assumes no responsibility for any damage or loss caused by deletion of data as a result of malfunction, repairs, or battery replacement. Be sure to back up all important data on other media to protect against its loss.

About power supplies

Your SF-8000 is powered by two CR2025 lithium main power supply batteries. In addition, another CR2025 battery provides backup power to protect memory contents when the SF-8000 is switch off or when the main power supply batteries are being replaced.

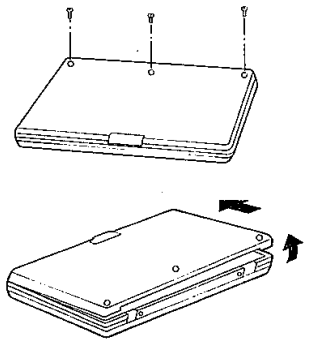
Important

Be sure to read the following precautions before replacing batteries.

- Batteries A, and B in the illustration below are for the ***main power supply***, while battery C is for ***memory backup.***
- If you remove the main power supply batteries and the memory back-up battery at the same time, *data stored in the memory of the SF-8000 will be erased.*
- When the message "MAIN POWER SUPPLY BATTERIES GETTING WEAK ! REPLACE !" appears on the display, replace the main power supply batteries as soon as possible.
- To avoid damage caused by leakage of battery fluid, replace batteries once every two years regardless of how much the unit has been used during that time.

To replace the main power supply batteries

1. Switch the power of the SF-8000 OFF.
2. Remove the three screws that the back panel of the SF-8000 in place, lifting the back panel up and sliding the direction of the arrow, and remove the panel.



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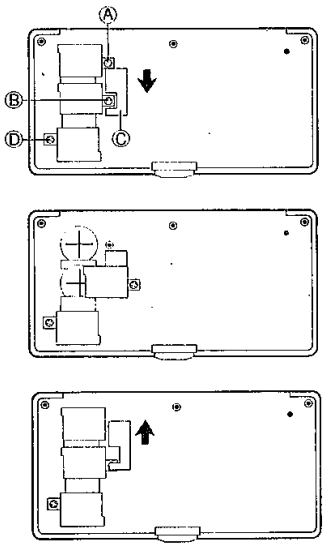
3. Slide the battery lock switch (C) in the direction of the arrow.
4. Remove the screws (A, B) that fastens the battery covers in place.
5. Slide the battery covers of the main power supply batteries down to remove them.
6. Remove the old main power supply batteries and replace them with a pair of new batteries, ensuring that the positive (+) poles are on top.
7. Replace the battery covers by pressing down on the batteries and sliding the cover up until they lock in place.
8. After replacing the battery cover, be sure to replace the screws (A, B) that fastens the battery covers in place.
9. Slide the battery lock switch (C) in the direction of the arrow.
10. Replace the back panel of the SF-8000 and fasten it in place with the three screws.



To replace the backup battery

1. Switch the power of the SF-8000 OFF.
2. Remove the three screws that the back panel of the SF-8000 in place, and remove the panel.
3. Remove the screw (D) that fastens the backup battery cover in place.
4. Replace the battery back up cover following the same procedure as described above for replacement of the main power supply batteries.
5. After replacing the battery cover, be sure to replace the screw (D) that fastens the backup battery cover in place.
6. Replace the back panel of the SF-8000 and fasten it in place with the three screws.

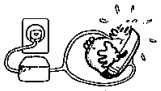
Important

The following situations can cause batteries to leak, possibly damaging the interior of your SF-8000.

- Loading batteries with their negative (−) poles are facing upward.

- Mixing batteries of different types.

- Mixing old and new batteries.



- Charging batteries or exposing them to high temperatures.

Keep batteries out the reach of small children. If swallowed, consult with a physician immediately.

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About the Auto Power OFF function

The SF-8000's Auto Power OFF function conserves battery power by automatically switching power OFF if the unit is not used for approximately six minutes. To restore power, press the [ON] key.

- Memory contents are protected while power is switched OFF.
- **If a schedule alarm is preset, power automatically switches ON when the schedule alarm time is reached.**

Storage Capacity

The 64K byte memory capacity includes a 62,092-byte user area. The following shows examples of what this means for the storage of data in each mode.

Telephone Directory
Approximately 2,950, under the following conditions:

8-character name
10-character telephone number

Approximately 1,470, under the following conditions:

8-character name
10-character telephone number
20-character address

Business Card Library
Approximately 680, under the following conditions:

10-character employer name
8-character personal name
10-character telephone number
10-character position
20-character address

Approximately 760, when five business card items are stored for each employer under the conditions described above.

Memo
Approximately 2,820, 20-character memos.

Schedule Keeper
Approximately 2,060, under the following conditions:

1 item per day, 20 characters per item
30 days per month
Starting time specified, alarm time set

Approximately 2,370, under the following conditions:

1 item per day, 20 characters per item
30 days per month
Starting time specified, no alarm time

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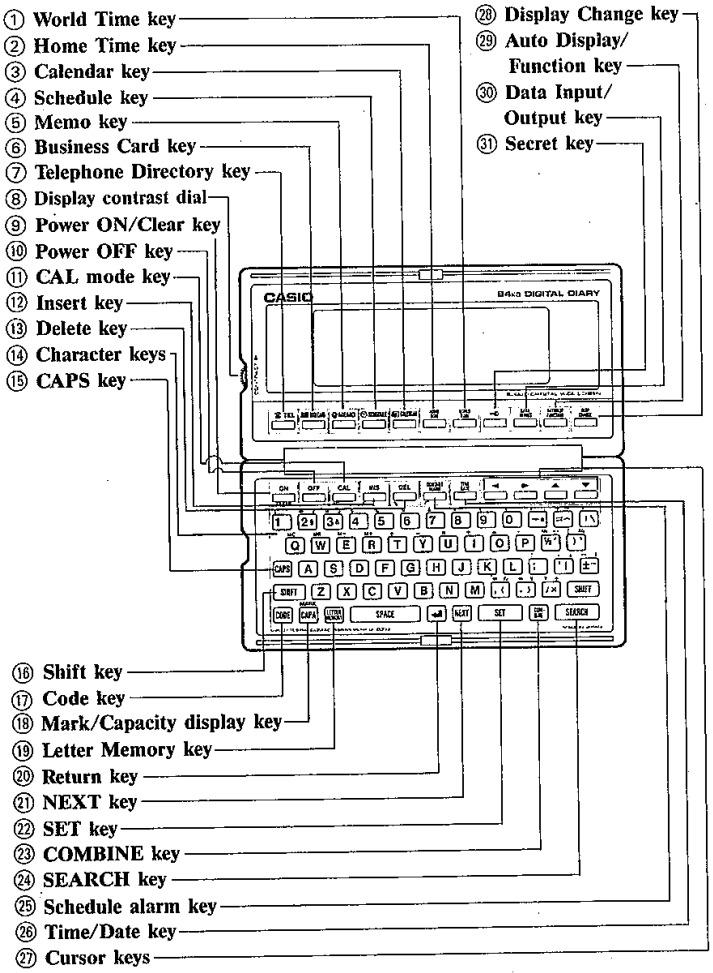
Keys



Key Functions

No.	Name	Function	Key CAP
①	World Time key	Press this key to enter the World Time Display.	WORLD TIME
②	Home Time key	Press this key to enter the Home Time Display to switch between 12-hour and 24-hour formats, or to change the daily alarm time.	HOME TIME
③	Calendar key	Press this key to enter the Calendar Display.	CALENDAR
④	Schedule key	Press this key to enter the Schedule Keeper for data input or recall.	SCHEDULE
⑤	Memo key	Press this key to enter the Memo Mode for data input or recall.	MEMO
⑥	Business Card key	Press this key to enter the Business Card Library for data input or recall.	BUSINESS CARD
⑦	Telephone Directory key	Press this key to enter the Telephone Directory for data input or recall.	TEL
⑧	Display contrast dial	Rotate this dial upward to make the display lighter, and downward to make it darker.	
⑨	Power ON/ Clear key	• Use this key to switch power ON or to restore power after it has been switched OFF by the Auto Power OFF function. • In the Telephone Directory, Business Card Library, Memo Mode, Calendar Display and Schedule Keeper, pressing this key clears the display.	ON CLEAR
⑩	Power OFF key	Press this key to switch power OFF. Memory contents are retained even when power is switched OFF.	OFF
⑪	CAL mode key	Enters the CAL mode for arithmetic calculations.	CAL

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No.	Name	Function	Key CAP
⑫	Insert key	During data input, press this key to open a space at the current cursor position for insertion of a character between two other characters. Holding this key down inserts spaces continuously at high speed.	INS
⑬	Delete key	During data input, press this key to delete the character at the current cursor position. Holding this key down deletes characters continuously at high speed.	DEL
⑭	Character keys	Use these keys to enter characters, spaces, punctuation and numbers.	
⑮	CAPS key	Press this key to shift the keyboard between upper-case and lower-case. The keyboard retains its current upper-case/ lower-case setting until the CAPS key is pressed again. See page 24 for further details.	CAPS
⑯	Shift key	Press this key to shift the keyboard between upper-case and lower-case for a single character entry. This key is also used to shift the function of certain keys. See page 24 for further details.	SHIFT
⑰	Code key	Press this key to enter characters marked right on the keys. See page 25 for further details.	CODE
⑱	Mark/Capacity display key	• Following SHIFT, press this key to mark data to retain when you delete multiple data items. • Press this key to display how much memory capacity remains available for data storage.	MARK CAPA
⑲	Letter Memory key	Use this key to store and recall often-used 10 words and phrases.	LETTER MEMORY
⑳	Return key	Moves the cursor to the beginning of the next line.	↵

No.	Name	Function	Key CAP
㉑	NEXT key	• Completes data input for an entry, and proceeds to the next entry. • Also used to cancel data transmission and printing operations.	NEXT
㉒	SET key	Stores entered data into memory.	SET
㉓	COMBINE key	Enters a Combine mark (C) to separate multiple text specifications for the Combined Search procedure.	COMBINE
㉔	SEARCH key	Press to enter a search routine to look for specific data items stored in memory.	SEARCH
㉕	Schedule alarm key	Press this key to set a schedule alarm.	SCHEDULE ALARM
㉖	Time/Date key	Press this key to input values that represent hours, minutes, years, months, or dates.	TIME DATE
㉗	Cursor keys	Use these keys to move the cursor up, down, left, and right on the display.	▶ ◀ ▼ ▲
㉘	Display Change key	Press this key to switch from a Index Display to a Data Display or from a Data Display to a Index Display.	DISP CHANGE
㉙	Auto Display/ Function key	• Following SHIFT, press this key to automatically scroll through data displays. • Press this key to display the various function menus.	AUTO DISP FUNCTION
㉚	Data Input/ Output key	Press this key to switch between data input (IN shown on display) and data output (IN cleared from the display).	DATA IN/OUT
㉛	Secret key	Use this key to register a password, to access the secret memory area, and to exit the secret area.	

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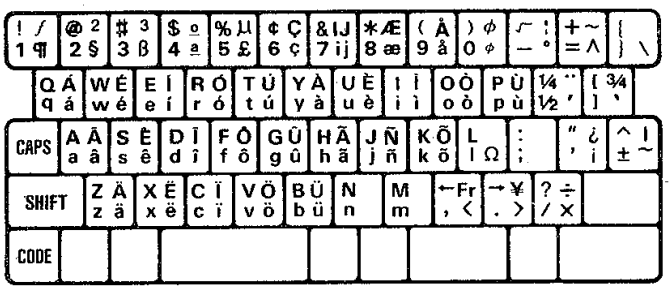
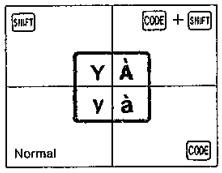
Key identification chart

The keyboard illustrated below shows all of the characters that can be entered from the keyboard of the SF-8000.



Each key is capable of entering four characters. Characters are entered by pressing a key directly, or by using the SHIFT and CODE keys. The following illustration shows how the SHIFT and CODE key operations are related to the four characters that can be entered with each key.



Example: Y enters y
SHIFT Y enters Y
CODE Y enters à
SHIFT CODE Y enters À

In addition to the key operations shown above, you can also enter the accent marks noted below. In each case, enter the accent mark and then the character. The cursor will not move forward until you enter the character.

CODE ' (acute accent)
CODE ` (grave accent)
SHIFT ^ (circumflex)
CODE SHIFT .. (umlaut)
CODE ~ (tilde)

Example: CODE A enters à
CODE SHIFT A enters À

- If you enter a letter that cannot be used with the above accent marks (such as w or s), the accent mark previously entered is cleared from the display.

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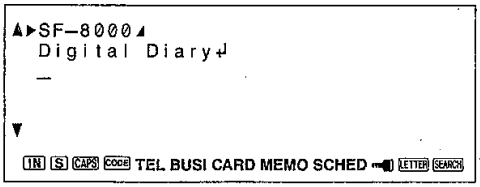
About the Symbols Used on the Display



◢	Separator mark.
↵	Newline mark.
_	Cursor, indicating current input position.
▲	Indicates data off the top of the display.
▼	Indicates data off the bottom of the display.
▶	Indicates marked data item.
IN	Indicates input mode.
S	Indicates SHIFT key has been pressed.
CODE	Indicates CODE key has been pressed.
CAPS	Indicates keyboard in upper-case.
TEL	Indicates SF-8000 is in Telephone Directory.
BUSI CARD	Indicates SF-8000 is in Business Card Library.
MEMO	Indicates SF-8000 is in Memo Mode.
SCHED	Indicates SF-8000 is in Schedule Keeper.
	Indicates SF-8000 is in Secret area.
LETTER	Indicates that Letter Memory function is active.
SEARCH	Indicates that Direct Search or Random Search is being conducted.

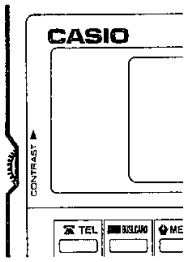
Learning About Your SF-8000

To switch power ON and OFF

1. To switch power ON, press the ON key beneath the display, on the left.
2. To switch power OFF, press the OFF key to the right of the ON key. Memory contents are protected even when the power of the SF-8000 is switched OFF.

To adjust display contrast

1. To make the contents of the display darker, rotate the contrast control dial in the direction indicated by the arrow.
2. To make the contents of the display lighter, rotate the contrast control dial in the direction opposite that indicated by the arrow.



Key input tone

When the key input tone is ON, a "beep" sounds each time you press a key. Use the following procedures to switch the key input tone ON and OFF.

To switch the key input tone ON and OFF

1. In any mode except the CAL mode, press the FUNCTION key, and the following menu will appear.

FUNCTION

```
3 12/24 HOURS
5 DAYLIGHT SAVING TIME SET/RESET
6 SOUND
```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2. Press [6].

[6]

```
*** SOUND ***

SCHEDULE ALARM    ON    •OFF
DAILY ALARM       ON    •OFF
KEY               ON    •OFF
```

3. This display indicates that the SCHEDULE ALARM, DAILY ALARM and KEY input tone are all OFF. Press the [▼] key twice until KEY ON/OFF is underlined. Now, each time you press the [◄] or [►] key, the KEY input tone switches ON and OFF.

[▼] [▼]

```
*** SOUND ***

SCHEDULE ALARM    ON    •OFF
DAILY ALARM       ON    •OFF
KEY               ON    •OFF
```

[◄] [SET]

```
*** SOUND ***

SCHEDULE ALARM    ON    •OFF
DAILY ALARM       ON    •OFF
KEY               •ON   OFF
```

Press the [SET] key to register the current settings.

- The following are the default specifications following the RESET operation.

```
*** SOUND ***

SCHEDULE ALARM    •ON   OFF
DAILY ALARM       ON    •OFF
KEY               •ON   OFF
```


Entering text

About the cursor

The cursor is a short line that flashes on the display to indicate where the next character will appear when you press a key. Each time you press a key the cursor moves to the next position to the right. You can also move the cursor on the display using the cursor keys.

Moving the cursor on the display

Use the [◄], [►], [▲], [▼] cursor keys to move the cursor in the corresponding direction on the display. Holding any of theses keys down moves the cursor at high speed.

To move the cursor left and right

Press the [◄] key to move the cursor to the left, and the [►] key to move it to the right.
If you press the [◄] key while the cursor is at the left edge of the display, the cursor will move up to the last (farthest to the right) position of the next line up.
If you press the [►] key while the cursor is at the last (farthest to the right) position of a line, the cursor will move down to the first (farthest to the left) position of the next line down.

```
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X
```

To move the cursor to the beginning of a line

Press [SHIFT] followed by [◄] to make the cursor move directly to the beginning of the current line.

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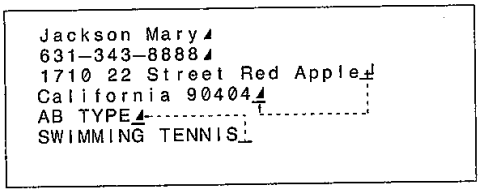
To move the cursor to the end of a line

Press [SHIFT] followed by [▶] to make the cursor move directly to the end of the current line.

To move the cursor up and down

Press the [▲] key to move the cursor up, and the [▼] key to move it down. If you press the [▲] or [▼] key while the cursor is at the last (farthest to the right) position of a line, the cursor will move up or down to the last (farthest to the right) position of the next line.



About the [CAPS] key

You can switch the keyboard between lower-case and upper-case characters by pressing the [CAPS] key. The [CAPS] indicator is shown on the display during upper-case character input.

About the [SHIFT] key

The [SHIFT] key temporarily shifts the function of the keyboard. If the keyboard is set for upper-case character input, press [SHIFT] followed by a character key to enter a single lower-case character. During lower-case input, pressing [SHIFT] followed by a character key enters the character in upper-case. As soon as you enter the character, the [SHIFT] operation is cancelled automatically.
Symbols marked on the upper left above the keys can also be entered after you press the [SHIFT] key.
When you press the [SHIFT] key, the indicator [S] appears on the display to indicate that the keyboard is shifted. This indicator disappears as soon as you press the next key.

About the [CODE] key

Press the [CODE] key to enter characters marked right on the keys. When you press the [CODE] key, the indicator [CODE] appears on the display. This indicator disappears as soon as you press the next key.

Editing text

To delete characters

1. Move the cursor to the character to be deleted.
2. Press the [DEL] key.

SF-80000 → SF-8000	SF-80000_
[◀]	SF-80000
[DEL]	SF-8000_

To insert characters

1. Move the cursor to the position of the character to be inserted.
2. Press the [INS] key to open up a space for the character.
3. Enter the character.

SF-000 → SF-8000	SF-000_
[◀] [◀] [◀] [INS]	SF-_000
8	SF-8000

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To replace characters

1. Move the cursor to the character to be replaced.
2. Enter the desired character.

SF-8500 → SF-8000	SF-8500_
◀ ◀ ◀	SF-8500
0	SF-8000

How the SF-8000 keeps time

- The SF-8000 can display time in 12-hour or 24-hour format. Select which format you wish to use following the procedure on page 127.
- In the 12-hour format, midnight is treated as 12:00 AM, while noon is treated as 12:00 PM. The unit will not accept entry of 0:00 for midnight in the 12-hour format.

Using the Data Management Functions

The part of the manual tells you how to use the versatile data storage functions of your SF-8000. You will learn how to store, recall, and edit Telephone Directory, Business Card Library, Memo, and Schedule data.
To make procedures as easy to understand as possible, they are explained using actual example operations.

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Using the Telephone Directory Function

The Telephone Directory function lets you store addresses and telephone numbers in memory for instant recall when you need them. Each Telephone Directory data item includes three entries for name, telephone number and address, plus six user-definable entries for such information as birthday, preferences, etc.

Format

Each Telephone Directory data item can include up to 384 characters (including separator marks (◢) and newline marks (↵)). The following shows the format of the data stored for each item.

Entry

NAME
NUMBER
ADDRESS
FREE 1
↕
6

To store data in the Telephone Directory

1. Press the [TEL] key to enter the Telephone Directory.
2. Press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input.
3. Press the [CLEAR] key, and the message "NAME ?" appears to ask you to enter the name of the individual. Enter the name and then press the [NEXT] key.
4. The message "NUMBER ?" appears to ask you to enter the telephone number. Enter the telephone number and press the [NEXT] key again.
5. The message "ADDRESS ?" appears to ask for the address. Enter the address, and press the [SET] key to store the data into memory. Telephone Directory data items are stored in alphabetical order (see page 166) according to the NAME entry.

- If you press [NEXT] in place of [SET] after entering the address in Step 5 above, the message "FREE 1 ?" will appear on the display to ask you for input of user-definable entry number 1.

Example: Let us store the following data in memory.

JACKSON ERIC
222-228-8227
570 Casio Avenue, Seattle, WA
Blood Type: O

Press the [TEL] key to show the initial Telephone Directory display.

[TEL]

```
*** TELEPHONE  DIRECTORY ***

DATA ITEMS                  0
MARKED                      0


                  TEL
```

Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for data input.
Press the [CLEAR] key, and the message "NAME ?" appears to ask you to enter the name of the individual.

[DATA IN/OUT] [CLEAR]

```
NAME ?




[IN]          TEL
```


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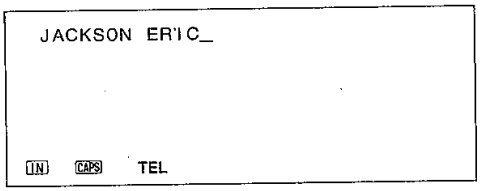
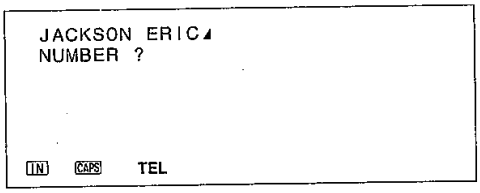
Enter the name.

[CAPS] JACKSON
[SPACE] ERIC



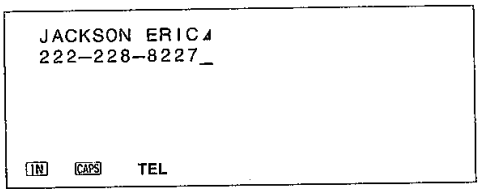
After you enter the name, press the [NEXT] key. Note the separator mark that appears at the end of the line.
The message "NUMBER ?" appears to ask you to enter the telephone number.

[NEXT]



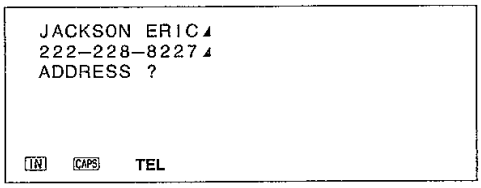
Enter the telephone number.

222-228-8227



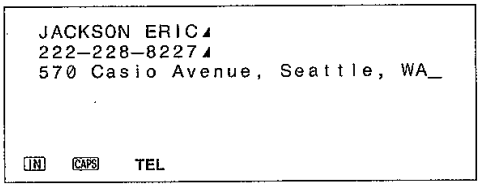
Press the [NEXT] key again. The message "ADDRESS ?" appears to ask for the address.

[NEXT]



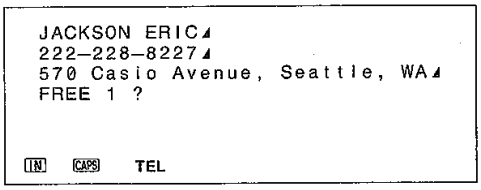
Enter the address.

570 [SPACE]
C [CAPS] ASIO [SPACE] [SHIFT]
AVENUE, [SPACE] [SHIFT]
SEATTLE, [SPACE]
[CAPS] WA



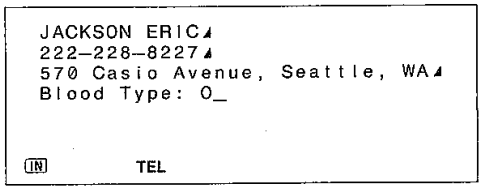
Press the [NEXT] key, and the message "FREE 1 ?" appears to ask for input for the first user-definable entry.

[NEXT]



Enter Eric's blood type.

B [CAPS] LOOD [SPACE] [SHIFT]
TYPE [SHIFT] : [SPACE] [SHIFT] O



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Though you could possibly keep pressing the [NEXT] key to continue entering five more "FREE" items, here we will press the [SET] key to store this data item into memory.

[SET]

```
JACKSON ERIC          222-228-8227
570 Casio Avenue, Seattle, WA
Blood Type: O


[IN]          TEL
```

About newline and separator marks

Each time you press the [↵] key, a newline mark (↵) appears on display. The [NEXT] key displays a separator mark (◢).

- When the total number of characters making up the name and telephone number is less than 31, the name and telephone number are displayed on the same line of the display.
- While a combine mark (C) (see page 41) is on the display, the [SET] key will not store any data. Delete the combine mark using the [DEL] key before pressing [SET].

Recalling Telephone Directory data

Data stored in the Telephone Directory of the SF-8000 can be recalled using one of the following procedures:

- Index Search

Scrolling through the alphabetical listing of names and telephone numbers only.

- Direct Search

Recall of all items whose name entries start with specific characters.

- Random Search

Recall of all items that contain specific characters.

- Combined Search

Recall of all items according to multiple specifications.

- Sequential Search

Scrolling through data items.

About the Telephone Directory display

Two different display formats are used in the Telephone Directory.

- Index Display

This format shows individual names and telephone numbers only.

- Data Display

This format shows all of the data entered for one individual.

Index Display

```
ANDERSON JACK          234-228-8333
BENSON THOMAS          631-343-8888
BUSH MARY              234-228-9199
JACKSON EMILY          222-228-8227
JACKSON ERIC           222-228-8227
LLOYD JAMES            567-645-8090
          TEL
```

Data Display ↓ [DISP CHANGE] ↑

```
  ANDERSON JACK          234-228-8333
  1710 Orange Street, Los Angeles,
  CA 90404
  Blood type: AB
  Swimming Tennis
▼ Birthday: Oct. 9th, 1960
          TEL
```

You can switch between the Index Display and Data Display by pressing the [DISP CHANGE] key.

- The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display. Press the [▼] key to view this data. Likewise, a ▲ indicator will also appear when there is more data off of the top of the display. In this case, press the [▲] key to view the data.

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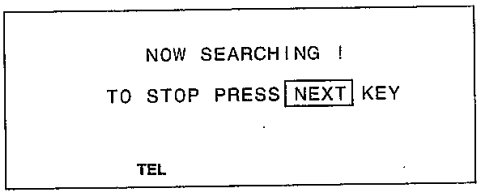
Before trying the examples in this section....

- The message "DATA ITEM NOT FOUND !" appears on the display if you attempt to search for text that does not exist in memory. This may be because the item does not exist, or because you made a mistake when entering the text to be searched for.
  Should this message appear, press the [◄], [►] to recall and edit the text you input, or the [CLEAR] key to reenter the text from the beginning. Or you can press the [▲] or [▼] key to enter directly into the Index Display.
- If you try to recall data when no data is stored in memory, the message "DATA ITEM NOT FOUND ! NO RECORD !" appears on the display. In this case, press the [TEL] key to return to the initial Telephone Directory display.
- If you have a large number of data items stored in memory, the search procedure may take a long time. You may cancel any search procedure in progress by pressing the [NEXT] key.



- The examples used to explain the procedures in this section are based upon the following Telephone Directory data. If you wish to follow along and perform the operations as they are explained, enter the data listed below using the procedures described in **To store data in the Telephone Directory.**

Name	Number	Address
LLOYD JAMES	567-645-8090	3455 Diary Avenue, Chicago, IL
BUSH MARY	234-228-9199	11933 Digital Street, Los Angeles, CA
SMITH DIANA	567-645-3233	6322 S.F. Avenue, Chicago, IL
JACKSON EMILY	222-228-8227	570 Casio Avenue, Seattle, WA
BENSON THOMAS	631-343-8888	4355 Calculation Town, New York, NY
ANDERSON JACK	234-228-8333	1710 T.D. Street, Los Angeles, CA
WILSON KEN	234-228-4321	11564 B.C.L. Avenue, Los Angeles, CA
PALMER JEAN	234-228-5421	2388 S.K. Street, Los Angeles, CA

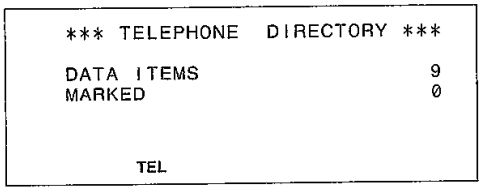
To locate data using Index Search

1. Press the [TEL] key to enter the Telephone Directory. The first display to appear tells you how many data items are stored, and how many of the data items are marked.
2. Press the [▼] key. An Index Display of the first six names and telephone numbers appears.
3. Press the [▼] key to scroll down one item at a time, and the the [▲] key to scroll up.
4. Press [SHIFT] followed by [▼] to scroll down an entire page (of six items) at a time, or [SHIFT] followed by [▲] to scroll up page-by-page.
5. To select one of the items, position it so that it is in the first line at the top of the display.
6. Press the [DEF CHANGE] key to view the Data Display for the selected name and number.

Example: Search for the Telephone Directory data stored for Diana Smith.

Press the [TEL] key to enter the Telephone Directory.

[TEL]



- This display indicates that there are currently nine data items stored in memory. Of these, none are marked. For further details on marked data items, see page 131.

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Press the [▼] key to display the first set of six names and telephone numbers.

[▼]

Index display

```
ANDERSON JACK          234-228-8333
BENSON THOMAS          631-343-8888
BUSH MARY              234-228-9199
JACKSON EMILY          222-228-8227
JACKSON ERIC           222-228-8227
LLOYD JAMES            567-645-8090
                TEL
```

- When the total number of characters making up the name and telephone number is greater than 32, only the name is displayed in the Index Display. If the name itself exceeds 32 characters, only its first 32 characters are shown on the Index Display.

Press [SHIFT] [▼] to scroll down to the next page of names and numbers.

[SHIFT] [▼]

```
PALMER JEAN            234-228-5421
SMITH DIANA            567-645-3233
WILSON KEN             234-228-4321


                TEL
```

Press the [▼] key until the name "SMITH DIANA" is at the top of the display. The name at the top of the display is the currently selected name.

[▼]

```
SMITH DIANA            567-645-3233
WILSON KEN             234-228-4321


                TEL
```


Press the [DISP CHANGE] key to change to the Data Display.

[DISP CHANGE]

```
SMITH DIANA            567-645-3233
6322 S.F. Avenue, Chicago, IL


                TEL
```

If you press the [DISP CHANGE] key again while this Data Display is shown, the Index Display will reappear with the name "SMITH DIANA" at the top.

To locate data using Direct Search

1. While in the Telephone Directory, press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you the name of the person whose data you wish to locate.
2. Enter the name of the person whose data you wish to view, and press the [SEARCH] key.
3. An Index Display appears with the name and telephone number for the person you specified at the top. Press the [DISP CHANGE] key to change to the Data Display.

Example: Search for the Telephone Directory data stored for Thomas Benson.

Anytime you press the [CLEAR] key in the Telephone Directory, the message "SEARCH FOR ?" appears to ask you for the name you wish to locate. Enter the name "BENSON THOMAS".

[CLEAR] [CAPS] **BENSON** [SPACE] **THOMAS**

```
BENSON THOMAS_


[CAPS]          TEL
```


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Press the [SEARCH] key and the [SEARCH] symbol appears in the lower right of the display. An Index Display appears with the name and telephone number for the name that you specified at the top.

[SEARCH]

```
BENSON THOMAS          631-343-8888

CAPS   TEL                    SEARCH
```

Press the [DISP CHANGE] key to switch to the Data Display.

[DISP CHANGE]

```
BENSON THOMAS          631-343-8888
4355 Calculation Town, New York,
NY

CAPS   TEL                    SEARCH
```

- If you press the [DISP CHANGE] key again while the data display is shown, the Index Display will reappear with the name "BENSON THOMAS" at the top.
- The above procedure can also be performed specifying "BENSON" or simply "B".
- If more than one Telephone Directory item matches the specification you enter for "SEARCH FOR ?", they will appear together on Index Display. Use the [▲] and [▼] keys to select one of the displayed names by positioning it in the top line of the display, and then press the [DISP CHANGE] key to switch to its Data Display.
- To clear the [SEARCH] symbol from the display and cancel the search procedure, press the [SEARCH] key again.

To locate data using Random Search

1. While in the Telephone Directory, press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what to search for.
2. Enter the text you wish to search for, and press [SHIFT] followed by the [SEARCH] key.
3. The names and telephone numbers for all of the persons whose data items contain the text you specified appear as an Index Display.
4. Use the [▲] and [▼] keys to select one of the displayed names by positioning it in the top line of the display, and then press the [DISP CHANGE] key switch to its Data Display.

Example: Search for all of the Telephone Directory data items that contain the text "Los Angeles".

While in the Telephone Directory, press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what to search for.
Enter "Los Angeles".

[CLEAR] [SHIFT] **LOS** [SPACE] [SHIFT] **ANGELES**

```
Los Angeles_

TEL
```

Press [SHIFT] followed by the [SEARCH] key. The [SEARCH] indicator appears on the display, and the names and telephone numbers for all of the persons whose data items contain the text you specified appear as an Index Display.

[SHIFT] [SEARCH]

```
ANDERSON JACK        234-228-8333
BUSH MARY            234-228-9199
PALMER JEAN          234-228-5421
WILSON KEN           234-228-4321

TEL                          SEARCH
```

Use the [▲] and [▼] keys to select one of the displayed names by positioning it in the top line of the display, and then press the [DISP CHANGE] key switch to its Data Display.

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Using Combined Search

With Combined Search, you can make more than one specification for the type of data to search for. This reduces the number of items that match the specification, making it quicker an easier to locate specific Telephone Directory data items.
Actually, there are two Combined Search procedures, Direct Combined Search and Random Combined Search.

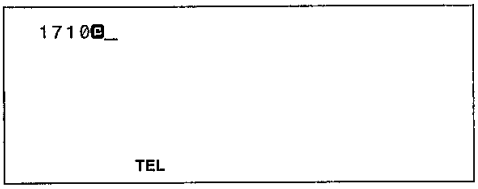
To locate data using Direct Combined Search

1. While in the Telephone Directory, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
2. Enter characters that are at the beginning of an entry in the data item you wish to locate (such as the name, address, telephone number), and press the COMBINE key.
3. Enter characters that are at the beginning of another entry in the data item you wish to locate, and press the SEARCH key.
4. The name and telephone number for the person whose Telephone Directory data contains both the entries you specified appear at the top of the display. Press the DISP CHANGE key to switch to its Data Display.

Example: Locate the Telephone Directory data for an individual named Anderson, whose address begins with the the numbers 1710.

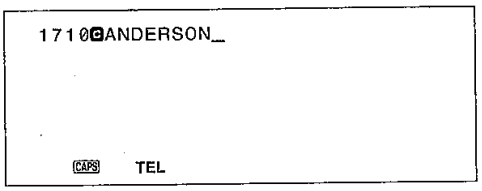
While in the Telephone Directory, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
Enter "1710", and press the COMBINE key.

CLEAR **1710** COMBINE



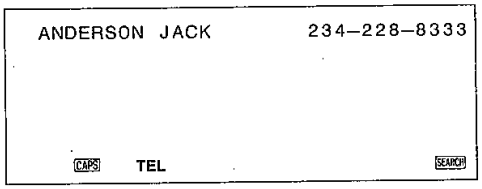
Enter "ANDERSON".

CAPS **ANDERSON**



Press the SEARCH key.

SEARCH



The corresponding name and telephone number appear at the top of the display. Press the DISP CHANGE key to switch to the Data Display.

- C is the ***combine mark*** which separates the Combined Search specifications.
- While a combine mark is on the display, the SET key will not store any data. Delete the combine mark using the DEL key before pressing SET.

To locate data using Random Combined Search

1. While in the Telephone Directory, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
2. Enter characters that are contained in the data item you wish to locate, and press the COMBINE key.
3. Enter the second set of characters that are contained in the data item you wish to locate, and press SHIFT followed by the SEARCH key.
4. The name and telephone number for the person whose Telephone directory data contains both the entries you specified appear at the top of the display. Press the DISP CHANGE key to switch to the Data Display.

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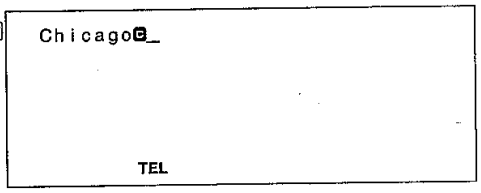
Example: Locate the Telephone Directory data for an individual named Diana, who lives in Chicago.

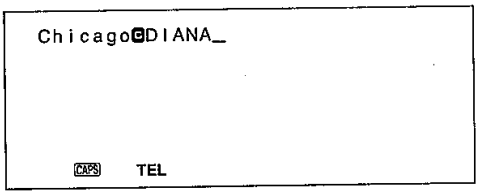
While in the Telephone Directory, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
Enter "Chicago", and press the COMBINE key.

CLEAR SHIFT **CHICAGO** COMBINE



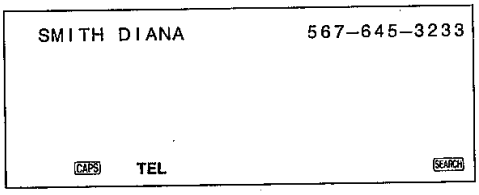
Enter "DIANA".

CAPS **DIANA**



Press SHIFT followed by the SEARCH.

SHIFT SEARCH



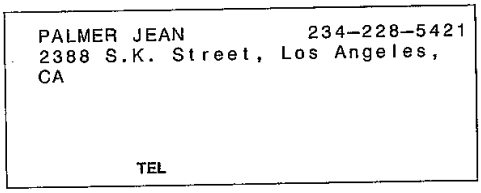
The corresponding name and telephone number appear at the top of the display. Press the DISP CHANGE key to change to the Data Display.

To locate data using Sequential Search

1. Use Index Search, Direct Search, Random Search or Combined Search to display a Telephone Directory data item.
2. Press SHIFT followed by ▼ to display the next sequential Telephone Directory item, or SHIFT followed by ▲ to display the preceding data item.

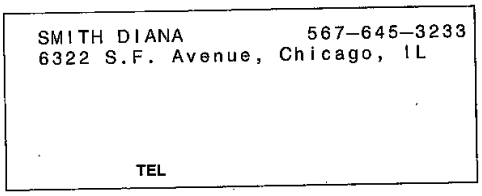
Example: Use Index Search to display the Telephone Directory data for Jean Palmer, and then move to the data stored for Ken Wilson. Note that you can also use Direct Search, Random Search or Combined Search.

TEL ▼ SHIFT ▼
DISP CHANGE



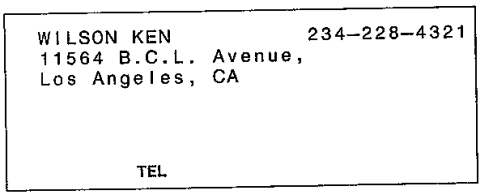
Press SHIFT ▼ to display the next item.

SHIFT ▼



Press SHIFT ▼ again to display Ken Wilson's data.

SHIFT ▼



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- In the above operation, you can also access the Telephone Directory by simply pressing the [DIRECT] key after pressing the [TEL] key. Doing so displays the first (in alphabetical order) Telephone Directory data item.
- In the case of Direct Search, Random Search, and Combined Search, only the data items found and displayed in the Index Display are accessed by the above procedure.

Using the Business Card Library Function

The Business Card Library function lets you store a wide variety to business-oriented data for, including employer, name, telephone number, position, department, P.O. box, address, telex number and facsimile number. In addition, six user-definable entries are also available for other information.

Format

Each Business Card Library data item can include up to 384 characters (including separator marks (◢) and newline marks (↵)). The following shows the format of the data stored for each item.

Entry

EMPLOYER
NAME
TEL NUMBER
POSITION
DEPARTMENT
P.O. BOX
ADDRESS
TELEX NUMBER
FAX NUMBER
FREE 1
⋮
FREE 6

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To store data in the Business Card Library

1. Press the [BUSINESS CARD] key to enter the Business Card Library.
2. Press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input.
3. Press the [CLEAR] key, and the message "EMPLOYER ?" appears to ask you to enter the name of the employer of the individual whose data you are entering. Enter the name of the employer, and then press the [NEXT] key.
4. The message "NAME ?" appears to ask you to enter the name of the individual. Enter the name and press the [NEXT] key again.
5. The message "TEL NUMBER ?" appears to ask you to enter the telephone number of the employer. Enter the number and press the [NEXT] key again.
6. The message "POSITION ?" appears to ask you to enter the position of the individual. Enter the position and press the [NEXT] key again.
7. The message "DEPARTMENT ?" appears to ask you to enter the name of the department where the individual works. Enter the name of the department and press the [NEXT] key again.
8. The message "P.O.BOX ?" appears to ask you to enter the post office box of the individual. Enter the post office box number and press the [NEXT] key again.
9. The message "ADDRESS ?" appears to ask you to enter the address of the employer. Enter the address and press the [NEXT] key again.
10. The message "TELEX NUMBER ?" appears to ask you to enter the telex number of the employer. Enter the telex number and press the [NEXT] key again.
11. The message "FAX NUMBER ?" appears to ask you to enter the facsimile number of the employer. Enter the number and press the [SET] key to store the data into memory.

- Business Card Library data items are stored in alphabetical order (see page 166) according to the EMPLOYER entry. In the case that more than one individual is registered for a single employer, their data is arranged in alphabetical order according to the NAME entry.
- If you wish to skip any of the prompted entries, simply press the [NEXT] key without entering any data.
- If you press [NEXT] in place of [SET] after entering the facsimile number in Step 11 above, the message "FREE 1 ?" will appear on the display to ask you for input of user-definable entry number 1.

Example: Let us store the data included on the business card illustrated below.

DAVID GEAR
PRODUCT MANAGER
CONSUMER PRODUCTS DIVISION
P.O.BOX 7000

570 MOUNT PLEASANT AVE. DOVER, NJ 07801
PHONE 262-361-5400
TELEX 642754
FACSIMILE 201-361-3319

CR CO., LTD.

Press the [BUSINESS CARD] key to show the initial Business Card Library display.

[BUSINESS CARD]

```
*** BUSINESS CARD LIBRARY ***

EMPLOYER                    0
DATA ITEMS                  0
MARKED                      0

                      BUSI CARD
```

Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for data input.
Press the [CLEAR] key, and the message "EMPLOYER ?" appears to ask you to enter the name of the individual's employer.

[DATA IN/OUT] [CLEAR]

```
EMPLOYER ?


[IN]                  BUSI CARD
```


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Enter the name of the employer and press the NEXT key. The message "NAME ?" appears to ask you to enter the name of the individual.

CAPS CR SPACE CO., SPACE LTD. NEXT

```
CR CO., LTD.◢
NAME ?


IN  CAPS        BUSI CARD
```

Enter the name and press the NEXT key. The message "TEL NUMBER ?" appears to ask you to enter the telephone number of the employer.

GEAR SPACE DAVID NEXT

```
CR CO., LTD.◢
GEAR DAVID◢
TEL NUMBER ?


IN  CAPS        BUSI CARD
```

Enter the telephone number and press the NEXT key. The message "POSITION ?" appears to ask you to enter the individual's position.

262-361-5400 NEXT

```
CR CO., LTD.◢
GEAR DAVID◢
262-361-5400◢
POSITION ?


IN  CAPS        BUSI CARD
```


Enter the position and press the NEXT key. The message "DEPARTMENT ?" appears to ask you to enter the name of the department where the individual works.

PRODUCT SPACE MANAGER NEXT

```
CR CO., LTD.◢
GEAR DAVID◢
262-361-5400◢
PRODUCT MANAGER◢
DEPARTMENT ?


IN  CAPS        BUSI CARD
```

Enter the name of the department and press the NEXT key. The message "P.O.BOX ?" appears to ask you to enter the individual's post office box.

CONSUMER SPACE PRODUCTS SPACE DIVISION NEXT

```
CR CO., LTD.◢
GEAR DAVID◢
262-361-5400◢
PRODUCT MANAGER◢
CONSUMER PRODUCTS DIVISION◢
P.O.BOX ?


IN  CAPS        BUSI CARD
```

Enter the post office box number and press the NEXT key. The message "ADDRESS ?" appears to ask you to enter the employer's address.

7000 NEXT

```
GEAR DAVID◢
262-361-5400◢
PRODUCT MANAGER◢
CONSUMER PRODUCTS DIVISION◢
7000◢
ADDRESS ?


IN  CAPS        BUSI CARD
```


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Enter the address and press the [NEXT] key. The message "TELEX NUMBER ?" appears to ask you to enter the employer's telex number.

570 [SPACE] MOUNT [SPACE]
PLEASANT [SPACE]
AVE. [↵]
DOVER, [SPACE] NJ [SPACE]
07801
[NEXT]

```
PRODUCT MANAGER◢
CONSUMER PRODUCTS DIVISION◢
7000◢
570 MOUNT PLEASANT AVE.↵
DOVER, NJ 07801◢
TELEX NUMBER ?
[IN]  [CAPS]        BUSI CARD
```

Enter the telex number and press the [NEXT] key. The message "FAX NUMBER ?" appears to ask you to enter the employer's facsimile number.

642754
[NEXT]

```
CONSUMER PRODUCTS DIVISION◢
7000◢
570 MOUNT PLEASANT AVE.↵
DOVER, NJ 07801◢
642754◢
FAX NUMBER ?
[IN]  [CAPS]        BUSI CARD
```

Enter the facsimile number and press the [NEXT] key. The message "FREE 1 ?" appears to ask for input for the first user-definable entry.

201-361-3819
[NEXT]

```
7000◢
570 MOUNT PLEASANT AVE.↵
DOVER, NJ 07801◢
642754◢
201-361-3819◢
FREE 1 ?
[IN]  [CAPS]        BUSI CARD
```


You can keep pressing the [NEXT] key to continue entering five more "FREE" items. Here, we will press the [SET] key to store this data item into memory.

[SET]

```
CR CO., LTD.
GEAR DAVID              262-361-5400
PRODUCT MANAGER
CONSUMER PRODUCTS DIVISION
7000
▼ 570 MOUNT PLEASANT AVE.
[IN]  [CAPS]        BUSI CARD
```

- Any time the current item exceeds the maximum number of 382 characters, further input becomes impossible.

About newline and separator marks

Each time you press the [↵] key, a newline mark (↵) appears on display. The [NEXT] key displays a separator mark (◢).

- While a combine mark ([C]) (see page 41) is on the display, the [SET] key will not store any data. Delete the combine mark using the [DEL] key before pressing [SET].

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Recalling Business Card Library data

Data stored in the Business Card Library of the SF-8000 can be recalled using one of the following procedures:

- Index Search
Scrolling through the alphabetical listing of employer names only.
- Direct Search
Recall of all items under a name that begins with specific characters.
- Random Search
Recall of all items that contain specific characters.
- Combined Search
Recall of all items according to multiple specifications.

About the Business Card Library display

Three different display formats are used in the Business Card Library.

- Employer Name Display
This format shows employer names only.
- Data Display
This format shows all of the data entered for one individual.
- Name/Number Display
This format shows individual names and telephone numbers only.

Employer Name Display

```
CBA ELECTRONICS CO., LTD.
CBC EUROPE
CR CO., LTD.
EXPRESS AD
FX FINANCE CO., LTD.
QD MOTORS
                BUSI CARD
```

Data Display ↓ DISP CHANGE ↑

```
CBA ELECTRONICS CO., LTD.
GEAR MIKE              01-4509131
PRODUCT MANAGER
CONSUMER PRODUCT DIVISION
7000
▼ Unit 6, 1000 NORTH CIRCULAR ROAD
                BUSI CARD
```

As shown here, you can switch between the Employer Name Display and Data Display by pressing the DISP CHANGE key.

Name/Number Display

```
GEAR MIKE              01-4509131




                BUSI CARD
```

Data Display ↓ DISP CHANGE ↑

```
CBA ELECTRONICS CO., LTD.
GEAR MIKE              01-4509131
PRODUCT MANAGER
CONSUMER PRODUCT DIVISION
7000
▼ Unit 6, 1000 NORTH CIRCULAR ROAD
                BUSI CARD
```


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- The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display. Press the [▼] key to view this data. Likewise, a ▲ indicator will also appear when there is more data off of the top of the display. In this case, press the [▲] key to view the data. The [DISP CHANGE] key is used to switch between the Individual Name Display and the Data Display following Direct Search, Random Search, or Combined Search.

Before trying the examples in this section....

- The message "DATA ITEM NOT FOUND !" appears on the display if you attempt to search for text that does not exist in memory. This may be because the item does not exist, or because you made a mistake when entering the text to be searched for.
  Should this message appear, press the [◄], [►] to recall and edit the text you input, or the [CLEAR] key to reenter the text from the beginning. Or you can press the [▲] or [▼] key to enter directly into the Employer Name Display.
- If you try to recall data when no data is stored in memory, the message "DATA ITEM NOT FOUND ! NO RECORD !" appears on the display. In this case, press the [BUSINESS CARD] key to return to the initial Business Card Library display.
- If you have a large number of data items stored in memory, the search procedure may take a long time. You may cancel any search procedure in progress by pressing the [NEXT] key.
- The examples used to explain the procedures in this section are based upon the following Business Card Library data. If you wish to follow along and perform the operations as they are explained, enter the data listed below using the procedures described in **To store data in the Business Card Library.**

STEWART JANE
Chief Engineer, Engineering and Development, QD MOTORS
QD Building, 10250 QD Road, Chicago, IL P.O.BOX: 1234567
Tel: 631-343-6666 Fax: 631-343-6969

FLOYD SCOTT
Assistant Professor, Marketing and Economics, FX UNIVERSITY
34567 X.Y. Avenue, New York, NY 10170 P.O.BOX: 10001
Tel: 222-228-8227

GOMEZ CARLOS
Sales Director, Calculator Division, CBC EUROPE
World Trade Centre, Strawinsky Laan 1, Tower B10 1077KX, Amsterdam
Tel: (AMS)020-5733911

LYLE THOMAS
Account Manager, Marketing and Planning Division, CW ELECTRIC
15700 X.X. Street, New York, NY 10170 P.O.BOX: 5500
Tel: 222-228-1122

ROBINSON LUCY
Copywriter, Domestic Advertisement Division, HW ADVERTISING INC.
89012 A.B. Avenue, New York, NY 10170 P.O.BOX: 30003
Tel: 222-228-1234

WILLIAMS ROBERT
Vice-President, Latin America Region, QD MOTORS
QD Building, 10250 QD Road, Chicago, IL P.O.BOX: 1234567
Tel: 631-343-6666 Fax: 631-343-6969

MAYER RICK
Sales Manager, A.V. Products, CBA ELECTRONICS CO., LTD.
Unit 6, 1000 North Circular Road, London HW2 7JD
Tel: (LONDON)01-4509131 Telex: 883446

GARDNER JEFF
Analyst, Consumer Products Market, FC BANK
785634 PB Road, New York, NY 10170
Tel: 222-228-5656

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To locate data using Index Search

1. Press the [BUSINESS CARD] key to enter the Business Card Library. The first display to appear tells you how many data items are stored, and how many of the data items are marked.
2. Press the [▼] key. An Employer Name Display of the first six employer names appears.
3. Press the [▼] key to scroll down one item at a time, and the [▲] key to scroll up.
4. Press [SHIFT] followed by [▼] to scroll down an entire page (of six names) at a time, or [SHIFT] followed by [▲] to scroll up page-by-page.
5. To select one of the names, position it so that it is in the first line at the top of the display.
6. Press the [DISP CHARGE] key to view the Data Displays for the selected employer.

Example: Search for the Business Card Library data stored for QD Motors.

Press the [BUSINESS CARD] key to enter the Business Card Library.

[BUSINESS CARD]

```
*** BUSINESS CARD LIBRARY ***

EMPLOYER                    8
DATA ITEMS                  9
MARKED                      0

                    BUSI CARD
```

- This display indicates that there are currently nine data items stored in memory, including eight different employers. Of these, none are marked. For further details on marked data items, see page 131.

Press the [▼] key to display the first set of six employer names.

Employer Name Display

[▼]

```
CBA ELECTRONICS CO., LTD.
CBC EUROPE
CR CO., LTD.
CW ELECTRIC
FC BANK
FX UNIVERSITY
                    BUSI CARD
```

- When the total number of characters making up an employer name is greater than 32, only its first 32 characters are shown on the Employer Name Display.

Press [SHIFT] [▼] to scroll down to the next page of names and numbers.

[SHIFT] [▼]

```
HW ADVERTISING INC.
QD MOTORS

                    BUSI CARD
```

Press the [▼] key until the employer name "QD MOTORS" is at the top of the display.

[▼]

```
QD MOTORS

                    BUSI CARD
```


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Press the DSP CHANGE key to change to the Data Display.

DSP CHANGE

```
QD MOTORS
STEWART JANE          631-343-6666
Chief Engineer
Engineering and Development
1234567
▼ QD Building, 10250 QD Road,
BUSI CARD
```

All of the data stored for a single individual is shown. Press SHIFT followed by ▼ to move to the next data item stored under QD Motors.

SHIFT ▼

```
QD MOTORS
WILLIAMS ROBERT       631-343-6666
Vice-President
Latin America Region
1234567
▼ QD Building, 10250 QD Road,
BUSI CARD
```

- The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display.

Press the ▼ key to view this data.

▼

```
▲ WILLIAMS ROBERT     631-343-6666
Vice-President
Latin America Region
1234567
QD Building, 10250 QD Road,
▼ Chicago, IL
BUSI CARD
```

If you press the DSP CHANGE key again, the Employer Name Display will reappear with "QD MOTORS" at the top.

To locate data using Direct Search

1. While in the Business Card Library, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the name of the person whose data you wish to locate.
2. Enter the name of the person whose data you wish to view, and press the SEARCH key.
3. A Name/Number Display appears with the name and telephone number for the person you specified at the top. Press the DSP CHANGE key to change to the Data Display.

Example: Search for the Business Card Library data stored for Carlos Gomez.

Anytime you press the CLEAR key in the Business Card Library, the message "SEARCH FOR ?" appears to ask you for the name you wish to locate. Enter the name "GOMEZ".

CLEAR CAPS **GOMEZ**

```
GOMEZ_
CAPS  BUSI CARD
```

Press the SEARCH key and the SEARCH symbol appears in the lower right of the display. A Name/Number Display shows the name and telephone number for the name that you specified at the top.

SEARCH

```
GOMEZ CARLOS      (AMS)020-5733911
CAPS  BUSI CARD              SEARCH
```


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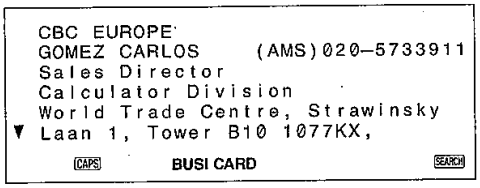
Press the DISP CHANGE key to switch to the Data Display.

DISP CHANGE



- When the total number of characters making up the name and telephone number is greater than 32, only the name is displayed in the Name/Number Display. If the name itself exceeds 32 characters, only its first 32 characters are shown on the Name/Number Display.
- The above procedure can also be performed specifying "GOMEZ CARLOS", or simply "G".
- If more than one Business Card Library item matches the specification you enter for "SEARCH FOR ?", they will appear together on Name/Number Display. Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key to switch to its Data Display.

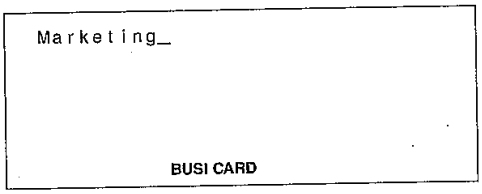
To locate data using Random Search

1. While in the Business Card Library, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you what to search for.
2. Enter the text you wish to search for, and press SHIFT followed by the SEARCH key.
3. The names and telephone numbers for all of the persons whose data items contain the text you specified appear as a Name/Number Display.
4. Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key to switch to its Data Display.

Example: Search for all of the Business Card Library data items that contain the text "Marketing".

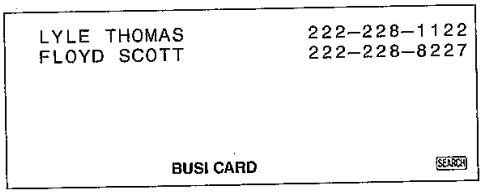
While in the Business Card Library, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you what to search for.
Enter "Marketing".

CLEAR
SHIFT **MARKETING**



Press SHIFT followed by the SEARCH key. The SEARCH indicator appears on the display, and the names and telephone numbers for all of the persons whose data items contain the text you specified appear as a Name/Number Display.

SHIFT SEARCH



Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key switch to its Data Display.

DISP CHANGE

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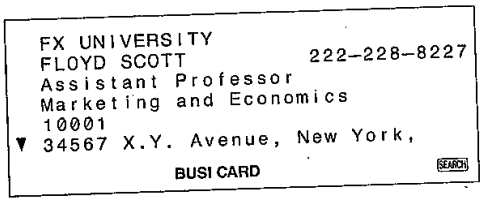
Press the ▼ key to view the data off of the bottom of the display. You can also press SHIFT followed by ▼ to switch to the next individual's Data Display, or SHIFT ▲ to switch to the previous individual's Data Display.

SHIFT ▼



Using Combined Search

With Combined Search, you can make more than one specification for the type of data to search for. This reduces the number of items that match the specification, making it quicker and easier to locate specific Business Card Library data items.
Actually, there are two Combined Search procedures, Direct Combined Search and Random Combined Search.

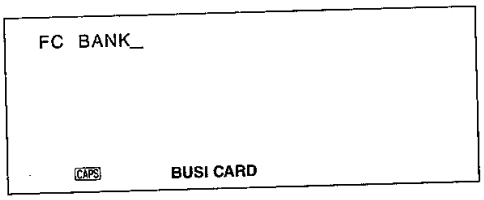
To locate data using Direct Combined Search

1. While in the Business Card Library, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
2. Enter characters that are at the beginning of an entry in the data item you wish to locate (such as the employer, or position), and press the COMBINE key.
3. Enter characters that are at the beginning of another entry in the data item you wish to locate, and press the SEARCH key.
4. The name and telephone number for the person whose Business Card Library data contains both the entries you specified appear at the top of the display. Press the DISP CHANGE key to switch to the Data Display.

Example: Locate the Business Card Library data for all analysts at the FC Bank.

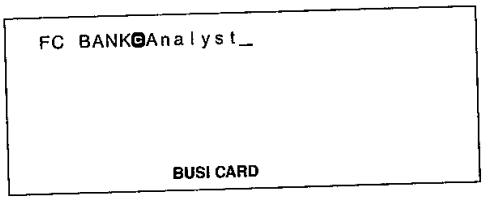
While in the Business Card Library, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for. Enter "FC BANK".

CLEAR CAPS **FC** SPACE **BANK**



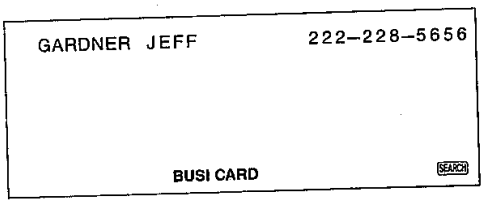
Press the COMBINE key and enter "Analyst".

COMBINE **A** CAPS **NALYST**



Press the SEARCH key.

SEARCH



The corresponding name and telephone number appear at the top of the display. Press the DISP CHANGE key to switch to the Data Display.

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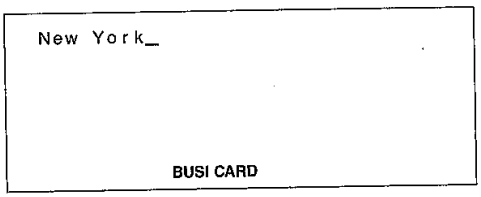
To locate data using Random Combined Search

1. While in the Business Card Library, press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for.
2. Enter characters that are contained in the data item you wish to locate, and press the [COMBINE] key.
3. Enter the second set of characters that are contained in the data item you wish to locate, and press [SHIFT] followed by the [SEARCH] key.
4. The name and telephone number for the person whose Business Card Library data contains both the entries you specified appear at the top of the display. Press the [DISP CHANGE] key to switch to the Data Display.

Example: Locate the Business Card Library data for all individuals who work in the advertising industry in New York.

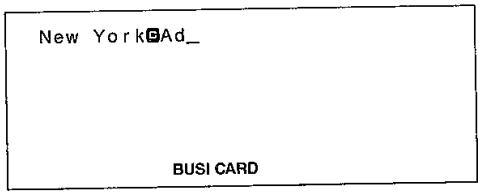
While in the Business Card Library, press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you the data you wish to search for. Enter "New York".

[CLEAR] [SHIFT] **NEW** [SPACE]
[SHIFT] **YORK**



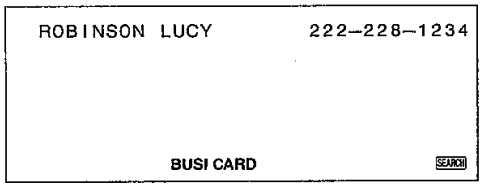
Press the [COMBINE] key and enter "Ad".

[COMBINE] [SHIFT] **AD**



Press [SHIFT] followed by the [SEARCH] key.

[SHIFT] [SEARCH]



The corresponding name and telephone number appear at the top of the display. Press the [DISP CHANGE] key to change to the Data Display.

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Using the Memo Function

The Memo function lets you store such data as timetables, price lists and general memorandum.

Format

Each Memo data item can include up to 384 characters (including newline marks (↵)).

To store data in the Memo Mode

1. Press the [MEMO] key to enter the Memo Mode.
2. Press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input.
3. Press the [CLEAR] key, and the message "MEMO ?" appears to ask you to enter the memo data.
4. Enter the data as you wish.
5. Press the [SET] key to store the data into memory. Memo data items are stored as they are entered, without being sorted.

Example: Let us store the following subway timetable in memory.

SUBWAY TIMETABLE

7:00	05	14	22	30	41	52
8:00	08	16	24	33	42	55
9:03	12	20	29	38	46	56
10:05	14	23	32	41	50	58
11:07	16	25	34	43	51	59
12:08	17	26	35	43	53	

Press the [MEMO] key to show the initial Memo display.

[MEMO]

```
        *** MEMO ***

DATA ITEMS                    0
MARKED                        0


                          MEMO
```

Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for data input.
Press the [CLEAR] key, and the message "MEMO ?" appears to ask you to enter memo data.

[DATA IN/OUT] [CLEAR]

```
MEMO ?


[IN]                      MEMO
```

Enter the first line.

[CAPS] **SUBWAY** [SPACE]
TIMETABLE [↵]

```
SUBWAY TIMETABLE↵
_


[IN] [CAPS]               MEMO
```


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Proceed as described below.

[SPACE] 7:00 [SPACE] 05 [SPACE]
14 [SPACE] 22 [SPACE] 30 [SPACE]
41 [SPACE] 52 [↵]

```
SUBWAY TIMETABLE↵
 7:00 05 14 22 30 41 52↵
_

IN  CAPS          MEMO
```

⋮

12:08 [SPACE] 17 [SPACE]
26 [SPACE] 35 [SPACE]
43 [SPACE] 53

```
 7:00 05 14 22 30 41 52↵
 8:00 08 16 24 33 42 55↵
 9:03 12 20 29 38 46 56↵
10:05 14 23 32 41 50 58↵
11:07 16 25 34 43 51 59↵
12:08 17 26 35 43 53_
IN  CAPS          MEMO
```

After you complete entering the data press the [SET] key to store this data item into memory.

About newline mark

Each time you press the [↵] key, a newline mark (↵) appears on display.

Recalling Memo data

Data stored in the Memo Mode of the SF-8000 can be recalled using one of the following procedures:

- Index Search
Scrolling through a list of the first lines of each data item stored.
- Direct Search
Recall of all items with a specific first line.
- Random Search
Recall of all items that contain specific characters.
- Sequential Search
Scrolling through data items.

About the Memo Display

Two different display formats are used for memos.

- Index Display
This format shows only the first lines of all memos currently stored in memory. We will refer to these as ***memo names***.
- Data Display
This format shows all of the data entered for one memo item.

Index Display

```
SUBWAY TIMETABLE
PRICE LIST (TAX FREE)
CREDIT CARD NUMBER
PASSPORT NUMBER
AIRLINE SCHEDULE – N.Y.~TOKYO
AIRLINE SCHEDULE – TOKYO~LONDON
                    MEMO
```

Data Display ↓ [INS/CHANGE] ↑

```
 SUBWAY TIMETABLE
  7:00 05 14 22 30 41 52
  8:00 08 16 24 33 42 55
  9:03 12 20 29 38 46 56
 10:05 14 23 32 41 50 58
▼11:07 16 25 34 43 51 59
                    MEMO
```

- The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display. Press the [▼] key to view this data. Likewise, a ▲ indicator will also appear when there is more data off of the top of the display. In this case, press the [▲] key to view the data.

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Before trying the examples in this section....

- The message "DATA ITEM NOT FOUND !" appears on the display if you attempt to search for text that does not exist in memory. This may be because the item does not exist, or because you made a mistake when entering the text to be searched for.
  Should this message appear, press the [◄], [►], or [CLEAR] key, and enter the text to be searched for again. Or you can press the [▲] or [▼] key to enter directly into the Index Display.
- If you try to recall data when no data is stored in memory, the message "DATA ITEM NOT FOUND ! NO RECORD !" appears on the display. In this case, press the [MEMO] key to return to the initial Memo display.
- The examples used to explain the procedures in this section are based upon the following Memo data. If you wish to follow along and perform the operations as they are explained, enter the data listed below using the procedures described in **To store data in the Memo Mode.**

Memo name	Contents
PRICE LIST (TAX FREE)	Perfume $200 Tie $125
DRIVER'S LICENSE	Valid until Oct. 29, 1993 Number A-123456
PASSPORT	Valid until Dec. 11, 1995 Number XY543210
AIRLINE SCHEDULE — N.Y.~TOKYO	Jan. 8 11:30 50 12:10 30 55
AIRLINE SCHEDULE — TOKYO~LONDON	Jan. 14 14:15 35 55 15:10
PLAN A	BUSINESS in SAPPORO with Mr. Yamada
PLAN B	BUSINESS in TOKYO with Mr. Howard

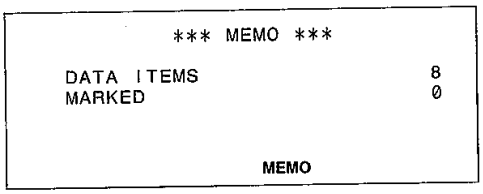
To locate data using Index Search

1. Press the [MEMO] key to enter the Memo Mode. The first display to appear tells you how many data items are stored, and how many of the data items are marked.
2. Press the [▼] key. An Index Display appears which contains the first lines of memos (memo names).
3. Press the [▼] key to scroll down one memo name at a time, and the [▲] key to scroll up.
4. Press [SHIFT] followed by [▼] to scroll down an entire page (of six memo names) at a time, or [SHIFT] followed by [▲] to scroll up page-by-page.
5. To select one of the memos, position its name so that it is in the first line at the top of the display.
6. Press the [DISP CHANGE] key to view the Data Display for the selected memo.

Example: Search for the Memo data stored under the name "PLAN B".

Press the [MEMO] key to enter the Memo Mode.

[MEMO]



- This display indicates that there are currently eight memos stored in memory. Of these, none are marked. For further details on marked data items, see page 131.

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Press the ▼ key to display the first set of six memo names.

Index Display

▼

```
SUBWAY TIMETABLE
PRICE LIST (TAX FREE)
DRIVER'S LICENSE
PASSPORT
AIRLINE SCHEDULE – N.Y.~TOKYO
AIRLINE SCHEDULE – TOKYO~LONDON
                          MEMO
```

Press SHIFT ▼ to scroll down to the next page of memo names.

SHIFT ▼

```
PLAN A
PLAN B

                          MEMO
```

Press the ▼ key until the memo name "PLAN B" is at the top of the display.

▼

```
PLAN B

                          MEMO
```

Press the DISP CHANGE key to change to the Data Display.

DISP CHANGE

```
PLAN B
BUSINESS in TOKYO
with Mr. Howard

                          MEMO
```


If you press the DISP CHANGE key again while this Data Display is shown, the Index Display will reappear with the memo name "PLAN B" at the top.

To locate data using Direct Search

1. While in the Memo Mode, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you the name of the memo you wish to locate.
2. Enter the name of the memo you wish to view, and press the SEARCH key.
3. An Index Display appears with the memo name you specified at the top. Press the DISP CHANGE key to change to the Data Display.

Example: Search for the Memo data stored under "SUBWAY TIMETABLE".

Anytime you press the CLEAR key in the Memo Mode, the message "SEARCH FOR ?" appears to ask you for the name of the memo you wish to locate. Enter "SUBWAY".

CLEAR CAPS
SUBWAY

```
SUBWAY_

CAPS                      MEMO
```

Press the SEARCH key and the SEARCH symbol appears in the lower right of the display. An Index Display appears with the memo name you specified at the top.

SEARCH

```
SUBWAY TIMETABLE

CAPS                      MEMO                SEARCH
```


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Press the DISP CHANGE key to switch to the Data Display.

DISP CHANGE

```
SUBWAY TIMETABLE
 7:00 05 14 22 30 41 52
 8:00 08 16 24 33 42 55
 9:03 12 20 29 38 46 56
10:05 14 23 32 41 50 58
▼11:07 16 25 34 43 51 59
 CAPS          MEMO     SEARCH
```

- The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display. Press the ▼ key to view this data.

▼

```
▲ 7:00 05 14 22 30 41 52
  8:00 08 16 24 33 42 55
  9:03 12 20 29 38 46 56
 10:05 14 23 32 41 50 58
 11:07 16 25 34 43 51 59
 12:08 17 26 35 43 53
 CAPS          MEMO     SEARCH
```

- The above procedure can also be performed specifying "SU" or simply "S".
- If more than one Memo name matches the specification you enter for "SEARCH FOR ?", they will appear together on Index Display. Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key to switch to its Data Display.
- To clear the SEARCH symbol from the display and cancel the search procedure, press the SEARCH key again.

To locate data using Random Search

1. While in the Memo Mode, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you what to search for.
2. Enter the text you wish to search for, and press SHIFT followed by the SEARCH key.
3. The names of all of the memos which contain the text you specified appear as an Index Display.
4. Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key to switch to its Data Display.

Example: Search for all of the Memo data items that contain the text "valid".

While in the Memo Mode, press the CLEAR key. The message "SEARCH FOR ?" appears to ask you what to search for.
Enter "Valid".

CLEAR SHIFT VALID

```
Valid_

          MEMO
```

Press SHIFT followed by the SEARCH key. The SEARCH indicator appears on the display, and the names of all of the memos that contain the text you specified appear as an Index Display.

SHIFT SEARCH

```
DRIVER'S LICENSE
PASSPORT

          MEMO     SEARCH
```


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Use the ▲ and ▼ keys to select one of the displayed names by positioning it in the top line of the display, and then press the DISP CHANGE key switch to its Data Display.

DISP CHANGE

```
DRIVER'S LICENSE
Valid until Oct. 29, 1993
Number A-123456
PASSPORT
Valid until Dec. 11, 1995
Number XY543210
                    MEMO    SEARCH
```

To locate data using Sequential Search

1. Use Index Search, Direct Search or Random Search to display a Memo.
2. Press SHIFT followed by ▼ to display the next sequential Memo, or SHIFT followed by ▲ to display the preceding Memo.

Example: Use Index Search to display the "SUBWAY TIMETABLE" memo, and then move to the "AIRLINE SCHEDULE — N.Y. ~TOKYO" memo.

MEMO ▼ DISP CHANGE

```
SUBWAY TIMETABLE
 7:00 05 14 22 30 41 52
 8:00 08 16 24 33 42 55
 9:03 12 20 29 38 46 56
10:05 14 23 32 41 50 58
▼11:07 16 25 34 43 51 59
                    MEMO
```

Press SHIFT ▼ to display the next item.

SHIFT ▼

```
PRICE LIST (TAX FREE)
Perfume $200
Tie     $125
DRIVER'S LICENSE
Valid until Oct. 29, 1993
Number A-123456
                    MEMO
```


Press SHIFT ▼ again to display the "AIRLINE SCHEDULE — N.Y.~ TOKYO" memo.

SHIFT ▼ SHIFT ▼ SHIFT ▼

```
 AIRLINE SCHEDULE - N.Y.~TOKYO
 Jan. 8
 11:30 50
 12:10 30 55
 AIRLINE SCHEDULE - TOKYO~LONDON
▼Jan. 14
                    MEMO
```

Use the ▼ key to scroll down to the data that is off the bottom of the display.

▼

```
▲Jan. 8
 11:30 50
 12:10 30 55
 AIRLINE SCHEDULE - TOKYO~LONDON
 Jan. 14
▼14:15 35 55
                    MEMO
```

▼

```
▲11:30 50
 12:00 30 55
 AIRLINE SCHEDULE - TOKYO~LONDON
 Jan. 14
 14:15 35 55
 15:10
                    MEMO
```

- In the case of Direct Search and Random Search, only the data items found and displayed in the Index Display are accessed by the above procedure.

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Inserting a memo between two existing memos

Generally, memos are stored in the same sequence that they are entered. The following operation makes it possible for you to enter a new memo between two existing memos.

To insert a memo between two existing memos

1. In the Index Display, position the memo that you wish to follow the new memo at the top line of the display.
2. Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for data input.
3. Enter the new memo.
4. Press [SHIFT] followed by [SET] to store the new memo before the memo you selected in Step 1 above.

Example: Enter the data listed below into a memo following the memo named "PASSPORT".

CREDIT CARD NUMBERS	Casio Credit 12345 Digital Credit 98765

Recall the list of memo names using Index Search.

[MEMO] [▼] [▼] [▼] [▼]

```
PASSPORT
AIRLINE SCHEDULE – N.Y.~TOKYO
AIRLINE SCHEDULE – TOKYO~LONDON
PLAN A
PLAN B
                          MEMO
```


Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for data input.

[DATA IN/OUT] [CAPS] **CREDIT** [SPACE]
CARD [SPACE]
NUMBER

```
CREDIT CARD NUMBER_

[IN] [CAPS]              MEMO
```

Press the [↵] key to move to the next line.

[↵] **C** [CAPS] **ASIO**
[SPACE] [SHIFT] **CREDIT**
[SPACE] **12345** [↵]
[SHIFT] **DIGITAL.** [SPACE]
[SHIFT] **CREDIT** [SPACE]
98765

```
CREDIT CARD NUMBER↵
Casio Credit 12345↵
Digital Credit 98765_

[IN]                     MEMO
```

Press [SHIFT] followed by the [SET] key to store the memo before PASSPORT.

[SHIFT] [SET]

```
CREDIT CARD NUMBER
Casio Credit 12345
Digital Credit 98765
PASSPORT
Valid until Dec. 11, 1995
Number XY543210
[IN]                     MEMO
```


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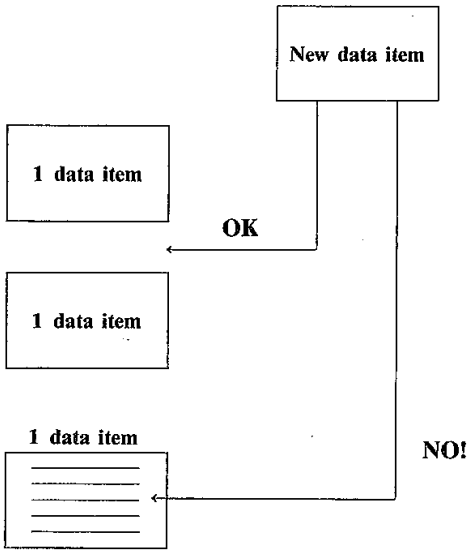
- If you press [SET] only instead of [SHIFT] [SET] to store the above memo, it will automatically be stored as the last memo on the Index Display list.
- Note that the position that you select to insert a memo is cleared if you press the [CLEAR] key while you are entering the new memo. If, after you press [CLEAR], you resume entering the new memo and then press [SHIFT] [SET], the new memo will be stored as the last memo on the Index Display list.
- Data items may be inserted between other data items. You cannot insert a data item into another data item.



Using the Calendar Function

The Calendar function gives you instant access to any full month calendar from January 1901 through December 2099. The SF-8000's wide display shows two calendars simultaneously.

Displaying a calendar for a specific month

There are three methods that you can use to display the calendar for a specific month.

- Current date calendar

This method displays the calendar for the month that contains the current date.

- CAL mode specification

You can specify a month while the SF-8000 is in the CAL mode.

- Calendar display specification

Any month that you specify while the SF-8000 is displaying a calendar appears instantly.

To display the current date's calendar

Each time you press the [CALENDAR] key, the calendar for the month that contains the current date appears automatically on the display.

Example: Press the [CALENDAR] key (assuming that today's date is October 10, 1989).

[CALENDAR]

10	SU	MO	TU	WE	TH	FR	SA
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

– 1989 –

11	SU	MO	TU	WE	TH	FR	SA
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

- The current date is based upon the current HOME TIME setting (see page 121 for details).

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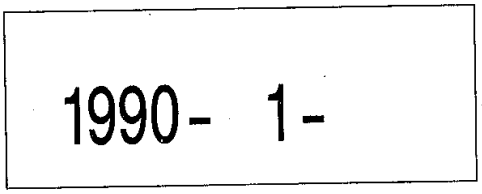
To specify a month in the CAL mode

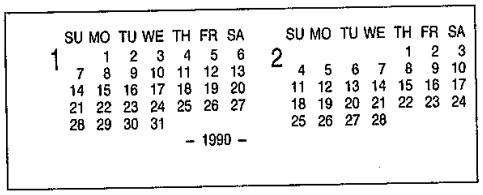
1. While the SF-8000 is in the CAL mode (see page 175), specify the year and month.
2. Press the [CALENDAR] key.

Example: Recall January — February 1990.

[CAL] **90** [DATE] **1**



Press the [CALENDAR] key.



- In Step 1 above, you can also enter a date. If you do, the date will be selected and flashing when the calendar appears. See page 86 for details.
- You can stop the date from flashing on the calendar by pressing the [CALENDAR] or [NEXT] key.
- Years in the 20th century may be entered using the last two digits only (1989→89), but 21st century years must be entered in four digits.

To specify a month in the Calendar display

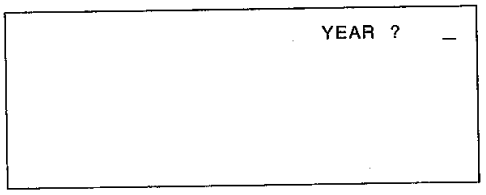
1. While a calendar is displayed, press the [CLEAR] key. The message "YEAR ?" appears on the display to ask for input of a year.
2. Enter a year and press the [DATE] key. Next, the message "MONTH ?" appears on the display to ask for input of a month.
3. Enter the month and press the [DATE] key again.
4. Press the [CALENDAR] key to display the specified calendar.

- Following Step 2 above, you can also enter a date. If you do, the date will be selected and flashing when the calendar appears. You can stop the date from flashing on the calendar by pressing the [CALENDAR] or [NEXT] key. See page 86 for details.

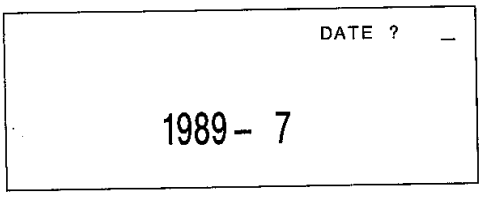
Example: Display the calendars for July and August 1989.

Press the [CLEAR] key.

[CLEAR]



89 [DATE] **7** [DATE]



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Press the [CALENDAR] key to display the specified calendar.

[CALENDAR]

```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
 7                    1   8           1  2  3  4  5
    2  3  4  5  6  7  8       6  7  8  9 10 11 12
    9 10 11 12 13 14 15      13 14 15 16 17 18 19
   16 17 18 19 20 21 22      20 21 22 23 24 25 26
   23 24 25 26 27 28 29      27 28 29 30 31
   30 31        - 1989 -
```

Accessing a schedule data item from a calendar

To scroll through calendars

1. Press the [▼] key to scroll forward month-by-month through the calendars, and the [▲] key to scroll back.
2. Press [SHIFT] followed by [▼] to scroll forward page-by-page (two months per page) through the calendars, and [SHIFT] [▲] to scroll back.

Example:

```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
11                 1  2  3  4 12                 1  2
    5  6  7  8  9 10 11       3  4  5  6  7  8  9
   12 13 14 15 16 17 18      10 11 12 13 14 15 16
   19 20 21 22 23 24 25      17 18 19 20 21 22 23
   26 27 28 29 30            24 25 26 27 28 29 30
         - 1989 -            31
```

[▼] ↓ ↑ [▲]

```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
12                 1  2  1     1  2  3  4  5  6
    3  4  5  6  7  8  9       7  8  9 10 11 12 13
   10 11 12 13 14 15 16      14 15 16 17 18 19 20
   17 18 19 20 21 22 23      21 22 23 24 25 26 27
   24 25 26 27 28 29 30      28 29 30 31
   31         - 1989 -               - 1990 -
```



```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
11                 1  2  3  4 12                 1  2
    5  6  7  8  9 10 11       3  4  5  6  7  8  9
   12 13 14 15 16 17 18      10 11 12 13 14 15 16
   19 20 21 22 23 24 25      17 18 19 20 21 22 23
   26 27 28 29 30            24 25 26 27 28 29 30
         - 1989 -            31
```

[SHIFT] [▼] ↓ ↑ [SHIFT] [▲]

```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
 1     1  2  3  4  5  6   2                 1  2  3
    7  8  9 10 11 12 13       4  5  6  7  8  9 10
   14 15 16 17 18 19 20      11 12 13 14 15 16 17
   21 22 23 24 25 26 27      18 19 20 21 22 23 24
   28 29 30 31               25 26 27 28
         - 1990 -
```

- The [▼] key operation can also be performed by pressing the [CALENDAR] key.
- Holding down the [▼] or [▲] key scrolls through the calendars at high speed.

Selecting dates

Specific dates can be selected to highlight them or for entering schedule data. There are two methods available for selecting dates.

- Using the cursor keys
- Entering the date

To selecting a date using the cursor keys

1. Locate the calendar that contains the date you wish to select on the left side of the SF-8000's display. You can only select dates in the calendar on the left side of the display.
2. Press the [▶] cursor key to make the first date of the month flash, or the [◀] cursor key to make the last date of the month flash. The date that is flashing is called the ***currently selected date.***

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3. Use the cursor keys to change the currently selected date.
   - [◀] — Moves the cursor to the date preceding the current selection. If the currently selected date is the first date of the month, pressing this key enters the preceding month.
   - [▶] — Moves the cursor to the date following the current selection. If the currently selected date is the last date of the month, pressing this key enters the following month.
   - [▲] — Moves the cursor one week back. If the currently selected date is in the first week of the month, pressing this key enters the preceding month.
   - [▼] — Moves the cursor one week forward. If the currently selected date is in the last week of the month, pressing this key enters the following month.

- Holding down any of the cursor keys changes the currently selected date at high speed.
- You can stop the date from flashing on the calendar by pressing the [CURSOR] or [NEXT] key.

To select a date by entering a value

1. Locate the calendar that contains the date you wish to select on the left side of the SF-8000's display. You can only select dates in the calendar on the left side of the display.
2. Use the numeric keys to input the date you wish to select. The date that corresponds to the number you input immediately begins to flash. It is the ***currently selected date.***

- You can also select dates by entering the date you wish to select when specifying a month in the CAL mode (page 82) or the Calendar display (page 83).

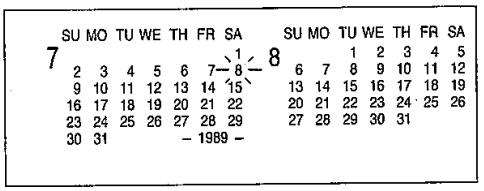
To highlight holidays and special dates

1. Select the date that you wish to highlight.
2. Press the [DATA IN/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for input.
3. Press the [SET] key to highlight the currently selected date.

Example: To highlight July 8 and 22, 1989.

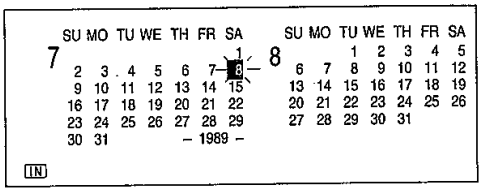
Select July 8.

[CALCULUS] [CLEAR] **89** [DATE]
7 [DATE] [CALENDAR]
[▶] [▼] (or enter 8)



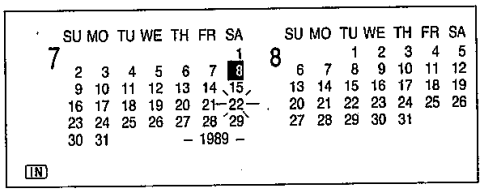
Press the [DATA IN/OUT] key and then the [SET] key to highlight July 8.

[DATA IN/OUT] [SET]



Select July 22.

[▼] [▼] (or enter 22)



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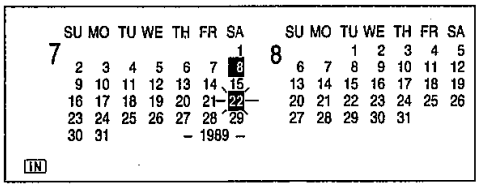
Press the [SET] key to highlight July 22.

[SET]



To clear the highlights from an entire month

1. Press the [CALENDAR] key to enter the Calendar display.
2. Locate the calendar whose highlights you wish to clear on the left side of the display.
3. Press the [DATA/TIME/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for input.
4. Press the [FUNCTION] key.
5. Press [2] to select "ONE-MONTH HIGHLIGHT CLEAR".
6. Press [Y] to clear all of the date highlights from the month, or [N] to cancel the operation and return to the display in Step 3 above.

To clear the highlights from a series of months

1. Press the [CALENDAR] key to enter the Calendar display.
2. Press the [DATA/TIME/OUT] key. [IN] appears on the display to indicate that the SF-8000 is ready for input.
3. Press the [FUNCTION] key.
4. Press [1] to select "MULTIPLE MONTH HIGHLIGHT CLEAR".
5. Enter the date up to which you want to clear the highlights. Enter the year and press the [DATE] key, then the month followed by the [DATE] key.
6. Press [Y] to clear date highlights for the specified period, or [N] to cancel the operation and return to the display in Step 2 above.

Working day counts

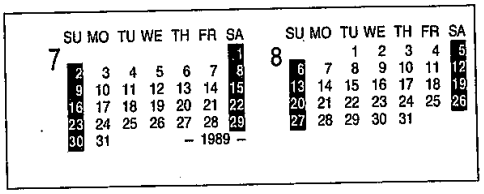
After you highlight holidays on the calendar display, you can then automatically count the number of working days in a specific period.

To count the number of working days

1. Select the date from which you wish to begin your count.
2. Press the [DATE] key. The currently selected date will become a black box "■" to mark the start of the count. On the right side of the display, the start date and the currently selected date (which at this time will be identical) are displayed. The large number (0 at this time) indicates the number of working days (unhighlighted dates) from the start date up to the currently selected date.
3. Use the cursor keys to select a new date. As the currently selected date changes, the number of working days changes accordingly. If the currently selected date precedes the start date, the number of working days will be displayed as a negative value.
4. You can change the start date to the currently selected date by simply pressing the [DATE] key.
5. To exit the working date count, press the [NEXT] key or [CALENDAR] key.

Example: Count the number of working days from July 6, 1989 through August 15, 1989, if all Saturdays and Sundays are highlighted as holidays.

[CALENDAR] [CLEAR] **89**
[DATE] **7** [DATE] [CALENDAR]



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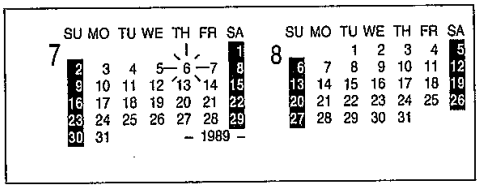
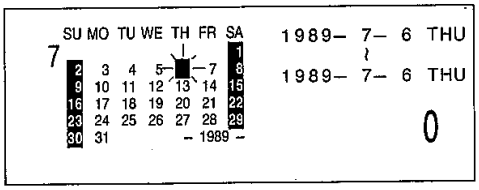
Select July 6.

▶ ▼ ◀ ◀
(or enter 6)



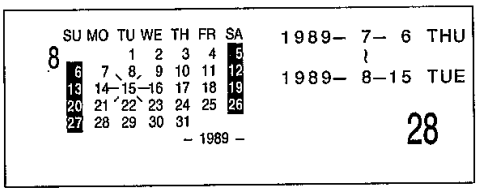
Press the DATE key to specify July 6 as the start date.

DATE



Move the cursor to August 15.

▼ ▼ ▼ ▼
▼ ▼ ◀ ◀



According to this display, there are 28 working days in the specified periods.

- If you press the DATE key while the above display is shown, August 15 becomes the start date.
- When moving the cursor to count the number of working days, highlighted dates cannot be selected.

Using the Schedule Keeper

The Schedule Keeper function works in combination with the Calendar to help keep track of your appointments. Once you make an Schedule Keeper entry, the date of that entry is marked on the calendar to indicate that you have an AM or PM appointment. In addition, an innovative Timetable Display shows you at a glance what time frames throughout the day are filled and which are open.

Format

Each Schedule Keeper data item can include up to 384 characters (including newline marks (↵)). Items are made up of time and remarks.

Date
Time
Remarks

About Schedule Keeper displays

Three different display formats are used in the Schedule Keeper.

- Calendar display markers

Dates that have Schedule Keeper data assigned are automatically marked. The upper mark indicates a morning appointment, while the lower mark indicates an afternoon appointment.

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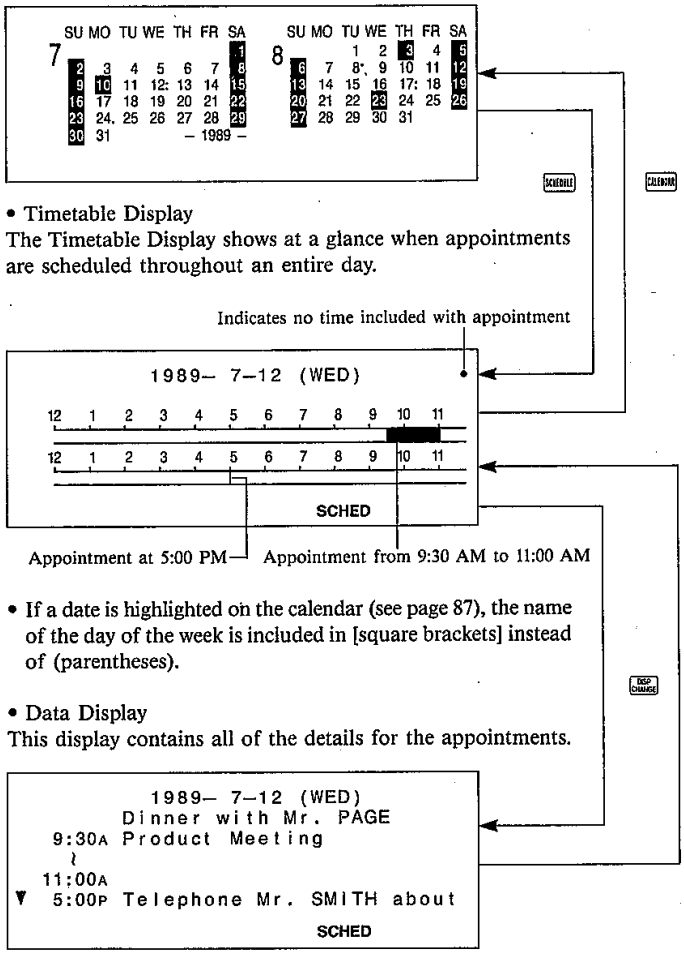


• Timetable Display

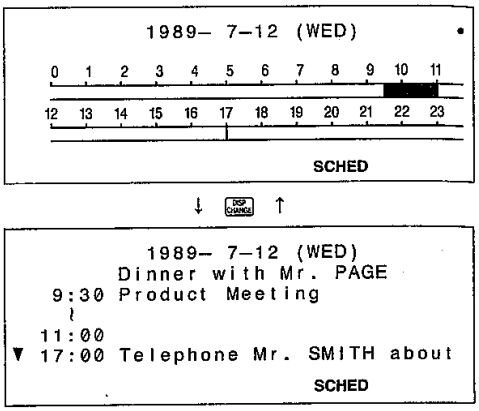
The Timetable Display shows at a glance when appointments are scheduled throughout an entire day.

• If a date is highlighted on the calendar (see page 87), the name of the day of the week is included in [square brackets] instead of (parentheses).

• Data Display

This display contains all of the details for the appointments.

• The ▼ indicator on the left of the display indicates that more data is present off of the bottom of the display. Press the [▼] key to view this data. Likewise, a ▲ indicator will also appear when there is more data off of the top of the display. In this case, press the [▲] key to view the data.
• Press [SCHEDULE] to switch from the Calendar Display to the Timetable Display, and the [CALENDAR] key to switch from the Timetable Display to the Calendar Display.
• Use the [DISP CHANGE] key to switch between the Timetable Display and the Data Display.
• The Timetable Display and Data Display will use either 12-hour or 24-hour format, depending on the setting you make for the Home Time (see page 127).



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Entering the Schedule Keeper

When you enter the Schedule Keeper, you have to enter for a specific date. There are three methods that you can use to specify the date when entering the Schedule Keeper.

• Date specification
Enter the date that you wish to access. You can also specify the date while the SF-8000 is in the CAL mode.

• Selection from the Calendar
Select the date that you wish to access on the Calendar display.

• Sequential selection
Scroll through the dates to find the one you wish to access.

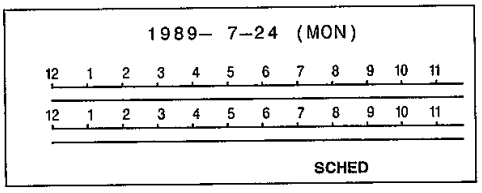
To specify a date

1. Press the [SCHEDULE] key. At this time the current date's Timetable Display appears.
   • The current date is based upon the current HOME TIME setting (see page 121 for details).
2. Press [SHIFT] followed by the [CLEAR] key. The message "YEAR ?" appears to ask you what year the schedule you wish to access is in.
3. Enter the year and press the [DATE] key. The message "MONTH ?" appears to ask you the month of your schedule.
4. Enter the month and press the [DATE] key. Now the SF-8000 asks for the date.
5. Enter the date and press the [DATE] key. The Timetable Display for the date you specify will appear.

Example: Specify the schedule for July 24, 1989.

Press the [SCHEDULE] key, and enter the date. Press the [DATE] key after each entry.

[SCHEDULE] [SHIFT] [CLEAR]
89 [DATE] **7** [DATE] **24**
[DATE]



To specify the date in the CAL mode

1. While in the CAL mode (press the [CAL] key to enter), enter the year, month, and date, pressing the [DATE] key after each entry.
2. After entering the date, press the [SCHEDULE] key to switch directly to the Timetable Display for that date.

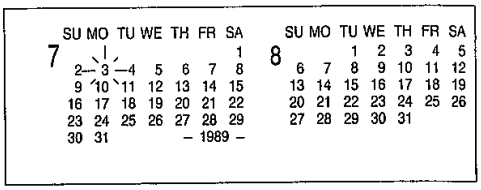
To select a date from the Calendar

1. Display the calendar that contains the date whose schedule you wish to access, and select the date (see page 85 for details on selecting dates).
2. Press the [SCHEDULE] key and the Timetable Display for the selected date appears.

Example: Select July 3, 1989, and then July 18, 1989.

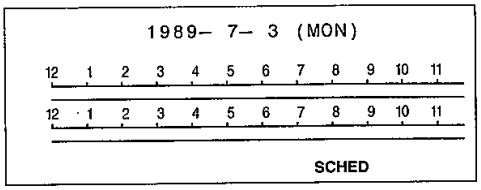
Display the calendar for July 1989, and select the 3rd.

[▶] [▶] [▶]
(or enter 3)



Press the [SCHEDULE] key.

[SCHEDULE]



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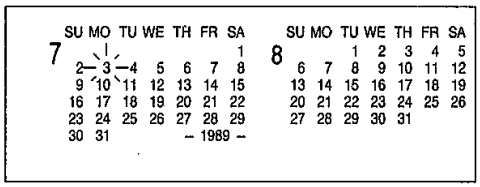
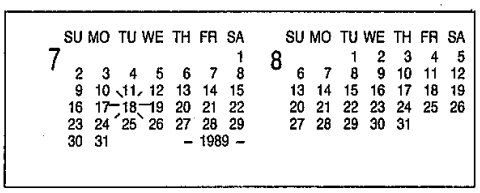
Press the [CALENDAR] key to return to the calendar.

[CALENDAR]



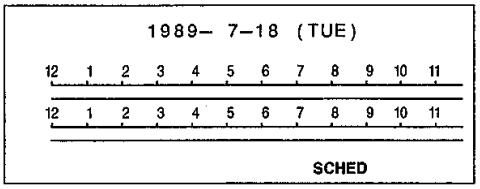
Select the 18th.

[▼] [▼] [▶]
(or enter 18)



Press the [SCHEDULE] key.

[SCHEDULE]

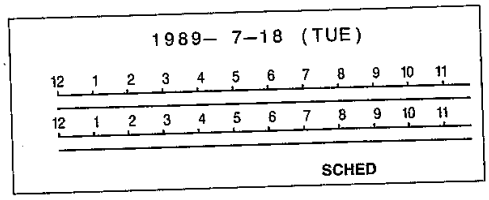


Sequential selection

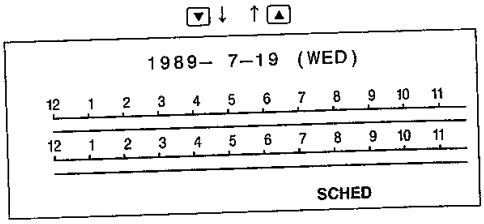
1. Display a schedule by entering the date or selecting a date from a calendar as described above.
2. Press the [▼] key to scroll to the following date's Timetable Display, or the [▲] key to scroll back.

Example:

[SCHEDULE]



[▼] ↓ ↑ [▲]



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Entering data into the Schedule Keeper

Entering data into the Schedule Keeper is actually quite simple. Rather than attempting to explain it before providing an example, let's go straight into the example to see how it is done.
Let us say that we wish to enter the following information into the Schedule Keeper. This example assumes that 12-hour format is being used (see page 26).

Year	Date	Time	Remarks
1989	7/20	10:00 AM	Planning Meeting
1989	7/20	2:00 PM	New Product Campaign
1989	7/24	9:30 AM	Breakfast with Mr. LEE
1989	7/26	10:00 AM	Discussion about B-PROJECT
1989	7/26	1:00 PM ~ 3:00 PM	Department Meeting (Room 105)
1989	7/26		Meet Mr. McDONALD at A.B. HOTEL

Press the [SCHEDULE] key to enter the Schedule Keeper. Press [SHIFT] [CLEAR], and enter the year, month and date, pressing the [DATE] key after each entry (see **Entering the Schedule Keeper** for details).

[SCHEDULE] [SHIFT] [CLEAR]

```
                    YEAR ?  _

                    SCHED
```

89 [DATE] **7** [DATE] **20**

```
                    DATE ?  20

        1989- 7-
                    SCHED
```


This is the Timetable Display for July 20, 1989.

[DATE]

```
        1989- 7-20 (THU)
12 1 2 3 4 5 6 7 8 9 10 11
12 1 2 3 4 5 6 7 8 9 10 11
                    SCHED
```

Press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input. Press the [CLEAR] key, and the message "SCHEDULE ?" appears to ask you to enter the time of the schedule.

[DATA IN/OUT] [CLEAR]

```
        1989- 7-20 (THU)
      SCHEDULE ?

[IN]                SCHED
```

Enter the time and then press the [TIME] key.

10 [TIME]

```
        1989- 7-20 (THU)
10:00A

[IN]                SCHED
```

- If you do not make any entry for the minutes, the SF-8000 assumes "00".

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Press the [NEXT] key and the message "SCHEDULE ?" reappears to ask you for input of the details of the appointment.

[NEXT] [SHIFT] **PLANNING**
[SPACE] [SHIFT] **MEETING**

```
          1989– 7–20 (THU)
10:00A Planning Meeting_

[IN]                    SCHED
```

Press the [SET] key to store this Schedule Keeper entry into memory.

[SET]

```
          1989– 7–20 (THU)
10:00A Planning Meeting

[IN]                    SCHED
```

Press the [CLEAR] key and the SF-8000 requests the next schedule time.

Use the same procedure described above to enter the appointment for the New Product Campaign at 2:00 PM.

2 [TIME] [P] (for PM)
[NEXT] [SHIFT] **NEW** [SPACE] [SHIFT]
PRODUCT [SPACE]
[SHIFT] **CAMPAIGN** [SET]

```
          1989– 7–20 (THU)
2:00P New Product Campaign

[IN]                    SCHED
```


After you finish the entries for July 20, use the [▼] key to move to July 24.

[▼] [▼] [▼] [▼] [CLEAR]

```
          1989– 7–24 (MON)
SCHEDULE ?

[IN]                    SCHED
```

Enter the breakfast appointment for July 24. Note that after you enter the minutes you press the [NEXT] key.

9 [TIME] **30** [NEXT] [SHIFT]
BREAKFAST [SPACE]
WITH [SPACE] [SHIFT] **MR.**
[SPACE] [CAPS] **LEE** [SET]

```
          1989– 7–24 (MON)
9:30A Breakfast with Mr. LEE

[IN] [CAPS]             SCHED
```

Here, let us look at the calendar by pressing the [CALENDAR] key.

[CALENDAR]

```
   SU MO TU WE TH FR SA        SU MO TU WE TH FR SA
7                   1        8          1  2  3  4  5
    2  3  4  5  6  7  8        6  7  8  9 10 11 12
    9 10 11 12 13 14 15       13 14 15 16 17 18 19
   16 17 18 19 20 21 22       20 21 22 23 24 25 26
   23 24 25 26 27 28 29       27 28 29 30 31
   30 31          – 1989 –
[IN] [CAPS]
```

Note the two dots to the right of the 20th, and the one dot to the right of the 24th. The upper dots indicate an appointment scheduled in the morning, while the lower dots indicate afternoon appointments.

Press the [▶] key to select July 26th for the next Schedule Keeper entry.

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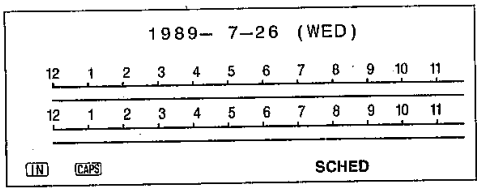
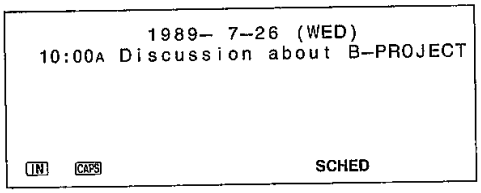
Now press the SCHEDULE key to enter the Schedule Keeper and display the timetable for the 26th.

SCHEDULE



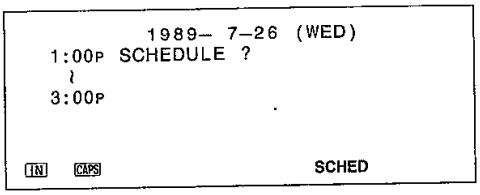
First enter the morning appointment.

CLEAR 10 TIME NEXT
D CAPS ISCUSSION
SPACE ABOUT SPACE CAPS
B–PROJECT SET



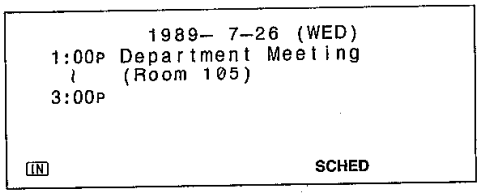
Next enter the afternoon appointment. Note the key operation used to enter the starting time and ending time.

CLEAR 1 TIME P TIME
3 TIME P NEXT



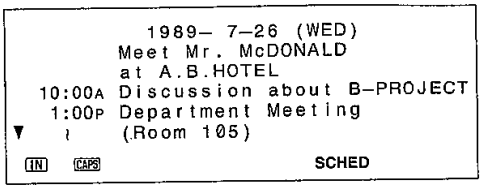
Now enter the details of the afternoon appointment.

D CAPS EPARTMENT
SPACE SHIFT MEETING ↵
SHIFT (SHIFT ROOM
SPACE 105 SHIFT) SET



Enter the next appointment. Note that this appointment has no time entry, but this presents no problem.

CLEAR SHIFT MEET SPACE
SHIFT MR. SPACE CAPS
M SHIFT CDONALD ↵
CAPS AT SPACE CAPS
A.B.HOTEL SET



After you complete all of the entries. press the DATA/ABOUT key again to complete data input.

- Appointments are automatically stored in according to time, regardless of the sequence that they are entered.
- Appointments scheduled for the same date are stored according to their times. Entries that do not include a time are stored before the entries that include times.
- See page 142 for details on editing and deleting appointment entries.

Recalling Schedule Keeper data

Data stored in the Schedule Keeper of the SF-8000 can be recalled using one of the following procedures:

- Date Search

Input a date to enter the Schedule Keeper for that date.

- Calendar Search

Select a date on the calendar to enter the Schedule Keeper for that date.

- Direct search

Enter the time or text to locate all appointments with entries that begin with the specified time or text.

- Random Search

Enter a time or details to locate all appointments contain any data that include the specified time or text.

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Before trying the examples in this section....

- The message "DATA ITEM NOT FOUND !" appears on the display if you attempt to search for text that does not exist in memory. This may be because the item does not exist, or because you made a mistake when entering the text to be searched for.
  Should this message appear, press the [◄], [►] to recall and edit the text you input, or the [CLEAR] key to reenter the text from the beginning. Or you can press the [▲] or [▼] key to enter directly into the Timetable Display.
- If you try to recall data when no data is stored in memory, the message "DATA ITEM NOT FOUND ! NO RECORD !" appears on the display. In this case, press the [SCHEDULE] key to return to the initial Schedule Keeper display.
- Direct Search and Random Search try to find the nearest data items in the future that contain the text you specify. When there are no future data items, it starts from the nearest item in the past and searches up to the current date.
- If you have a large number of data items stored in memory, the search procedure may take a long time. You may cancel any search procedure in progress by pressing the [NEXT] key.

Date Search

1. Press the [SCHEDULE] key to enter the Schedule Keeper, and press [SHIFT] followed by the [CLEAR] key.
2. Enter the year, month, and date that you wish to access, pressing the [DATE] key after each entry.
3. To change from the Timetable Display to the Data Display, press the [DISP CHANGE] key.

Example: Check the schedule for July 26, 1989.

Press the [SCHEDULE] key to enter the Schedule Keeper, and then press [SHIFT] [CLEAR].

[SCHEDULE] [SHIFT] [CLEAR]

```
                    YEAR ?  _

                    SCHED
```


Enter the year, month, and date, pressing the [DATE] key after each entry.

89 [DATE] **7** [DATE] **26** [DATE]

```
        1989– 7–26 (WED)
12 1 2 3 4 5 6 7 8 9 10 11
12 1 2 3 4 5 6 7 8 9 10 11
                    SCHED
```

Press the [DISP CHANGE] key to switch to the Data Display for the specified date.

[DISP CHANGE]

```
        1989– 7–26 (WED)
      Meet Mr. McDONALD
      at A.B.HOTEL
10:00A Discussion about B–PROJECT
 1:00P Department Meeting
▼  ≀  (Room 105)
                    SCHED
```

Press the [▼] key to scroll down line-by-line through the Data Display ([▲] scrolls up), or [SHIFT] [▼] to scroll appointment-by-appointment ([SHIFT] [▲] scrolls up).

[SHIFT] [▼]

```
        1989– 7–26 (WED)
10:00A Discussion about B–PROJECT
 1:00P Department Meeting
  ≀    (Room 105)
 3:00P

                    SCHED
```

If you press [▼] after you reach the last Schedule Keeper entry for this date, the following date's schedule appears. If you press [SHIFT] [▼] after reaching the last Schedule Keeper entry for this date, the SF-8000 will skip all dates that do not contain any data and jump to the next date that contains schedule data. If there are no following dates that contain schedule date, [SHIFT] [▼] does not change the current display.

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Calendar Search

1. Display the calendar that contains the date that you wish to access on the left side of the display and select the date.
2. Press the [SCHEDULE] key to enter the Schedule Keeper, and display the Timetable Display for the currently selected date.
3. To change from the Timetable Display to the Data Display, press the [DISP CHANGE] key.

Example: Check the schedule data for July 24, 1989.

Select the date on the Calendar display.

[CALENDAR]
[CLEAR] 89
[DATE] 7 [DATE]
[CALENDAR]

```
   SU MO TU WE TH FR SA          SU MO TU WE TH FR SA
7                   1         8           1  2  3  4  5
   2  3  4  5  6  7  8            6  7  8  9 10 11 12
   9 10 11 12 13 14 15           13 14 15 16 17 18 19
  16 17 18 19 20: 21 22          20 21 22 23 24 25 26
  23 24· 25 26: 27 28 29         27 28 29 30 31
  30 31          - 1989 -
```

[◄] [▲] (or enter 24)

```
   SU MO TU WE TH FR SA          SU MO TU WE TH FR SA
7                   1         8           1  2  3  4  5
   2  3  4  5  6  7  8            6  7  8  9 10 11 12
   9 10 11 12 13 14 15           13 14 15 16 17 18 19
  16 17 18 19 20: 21 22          20 21 22 23 24 25 26
  23 24 25 26: 27 28 29          27 28 29 30 31
  30 31          - 1989 -
```

Press the [SCHEDULE] key and the Timetable Display for the selected date appears.

[SCHEDULE]

```
        1989- 7-24 (MON)
12  1  2  3  4  5  6  7  8  9 10 11
12  1  2  3  4  5  6  7  8  9 10 11
                              SCHED
```


Press the [DISP CHANGE] key to view the Data Display.

[DISP CHANGE]

```
        1989- 7-24 (MON)
9:30A Breakfast with Mr. LEE

                              SCHED
```

Using Direct Search

With direct search, you can specify either text or a time to locate the Schedule Keeper information you want.

To search for text

1. Press the [SCHEDULE] key to enter the Schedule Keeper.
2. Press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what text you wish to search for.
3. Enter the text and press the [SEARCH] key.
4. The first Schedule Keeper item that includes the specified text at the beginning of an entry appears on the display. Press [SHIFT] followed by the [▼] or [▲] key to view other data items that match the specification (displayed in chronological order). If the display is not changed by the operation, there are no more entries that match.

Example: Find all of the entries that begin with the words "New Product Campaign".

Press the [SCHEDULE] key to enter the Schedule Keeper and then press the [CLEAR] key.

[SCHEDULE] [CLEAR]

```
        1989- 7-18 (TUE)
SEARCH FOR ?

                              SCHED
```


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- The date at the top of this display is the current date.
  Enter the text "New Product Campaign", and press the [SEARCH] key.
- Note that you could also enter just the word "New" or "N" for the search.

[SHIFT] **NEW**
[SPACE] [SHIFT]
PRODUCT [SPACE]
[SHIFT] **CAMPAIGN**
[SEARCH]

```
        1989- 7-20 (THU)
2:00P New Product Campaign

                    SCHED        [SEARCH]
```

The [SEARCH] indicator appears on the display and the first entry that matches the specified text appears on the display.

- You can press the [SEARCH] key when you find the entry you want to exit the search function.

To search for times

1. Press the [SCHEDULE] key to enter the Schedule Keeper.
2. Press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what to search for.
3. Enter the time and press the [SEARCH] key.
4. The first Schedule Keeper item that includes the specified time appears on the display. Press [SHIFT] followed by the [▼] or [▲] key to view other data items that match the specification (displayed in chronological order). If the display is not changed by the operation, there are no more entries that match.

Example: Find all appointments for 9:30 AM.

Press the [SCHEDULE] key to enter the Schedule Keeper and then press the [CLEAR] key.

[SCHEDULE] [CLEAR]

```
        1989- 7-18 (TUE)
SEARCH FOR ?

                    SCHED
```


- The date at the top of this display is the current date.

Enter the time, and press the [SEARCH] key.

9 [TIME] **30** [SEARCH]

```
        1989- 7-24 (MON)
9:30A Breakfast with Mr. LEE

                    SCHED        [SEARCH]
```

The [SEARCH] indicator appears on the display and the first entry that matches the specified time appears on the display.

- You can press the [SEARCH] key when you find the entry you want to exit the search function.

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Using Random Search

With random search, you can specify either text or a time to locate the Schedule Keeper information you want. Then the SF-8000 will display all items that include the specified text anywhere in their entries, or whose schedule times include the time you specify.
The following shows how time search is performed by Random Search.

In memory:
10:00 AM
10:00 AM ~ 11:00 AM
10:30 AM
10:30 AM ~ 12:00 PM
11:00 AM

Random search specification: 10:30 AM

Items found:
10:00 AM ~ 11:00 AM
10:30 AM
10:30 AM ~ 12:00 PM

Random search specification: 10:00 AM ~ 11:00 AM

Items found:
10:00 AM
10:00 AM ~ 11:00 AM
10:30 AM
10:30 AM ~ 12:00 PM

To search for text

1. Press the [SCHEDULE] key to enter the Schedule Keeper.
2. Press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what text you wish to search for.
3. Enter the text and press [SHIFT] followed by the [SEARCH] key.
4. The first Schedule Keeper item that includes the specified text at the beginning of an entry appears on the display. Press [SHIFT] followed by the [▼] or [▲] key to view other data items that match the specification (displayed in chronological order). If the display is not changed by the operation, there are no more entries that match.

Example: Find all of the entries that contain the word "Meeting".

Press the [SCHEDULE] key to enter the Schedule Keeper and then press the [CLEAR] key.

[SCHEDULE] [CLEAR]

```
1989- 7-18 (TUE)
SEARCH FOR ?

                SCHED
```

- The date at the top of this display is the current date.

Enter the text "Meeting", and press [SHIFT] followed by the [SEARCH] key.

[SHIFT] **MEETING**
[SHIFT] [SEARCH]

```
1989- 7-20 (THU)
10:00A Planning Meeting

                SCHED        [SEARCH]
```

The [SEARCH] indicator appears on the display and the first entry that contains the specified text appears on the display.

- You can press the [SEARCH] key when you find the entry you want to exit the search function.

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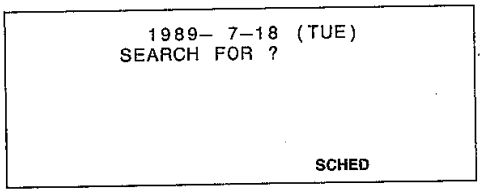
To search for times

1. Press the [SCHEDULE] key to enter the Schedule Keeper.
2. Press the [CLEAR] key. The message "SEARCH FOR ?" appears to ask you what to search for.
3. Enter the time and press the [SHIFT] followed by [SEARCH] key.
4. The first Schedule Keeper item that includes the specified time appears on the display. Press [SHIFT] followed by the [▼] or [▲] key to view other data items that match the specification (displayed in chronological order). If the display is not changed by the operation, there are no more entries that match.

Example: Find all appointments schedule for 2:00 PM.

Press the [SCHEDULE] key to enter the Schedule Keeper and then press the [CLEAR] key.

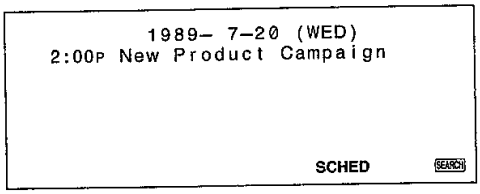
[SCHEDULE] [CLEAR]



- The date at the top of this display is the current date.

Enter the time, and press [SHIFT] followed by the [SEARCH] key.

2 [TIME] [P] [SHIFT] [SEARCH]



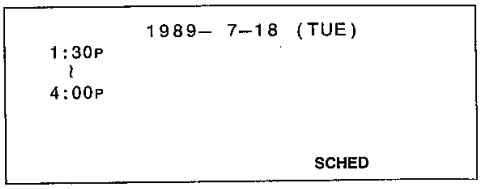
The [SEARCH] indicator appears on the display and the first entry that is contained in the specified time frame appears on the display.

- You can press the [SEARCH] key when you find the entry you want to exit the search function.

Example: Find all appointments scheduled between 1:30 PM and 4:00 PM.

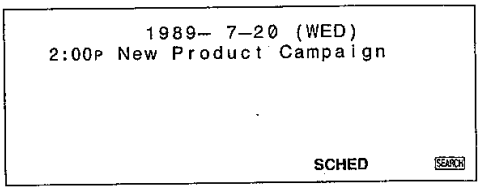
While in the Schedule Keeper, press the [CLEAR] key and enter the the time you wish to find.

[CLEAR] **1** [TIME] [P] **30** [TIME]
4 [TIME] [P]



Press [SHIFT] followed by the [SEARCH] key.

[SHIFT] [SEARCH]



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Using the Schedule Alarm Function

The SF-8000's Schedule Alarm function lets you set alarms to signal scheduled appointment times. The procedure for setting schedule alarms will be explained here using actual examples.

Example: Set a schedule alarm for a product meeting scheduled from 11:00 AM to 12:00 PM on July 27, 1989.

[SCHEDULE] [SHIFT] [CLEAR] **89** [DATE] **7** [DATE] **27** [DATE]

```
          1989- 7-27 (THU)
12  1  2  3  4  5  6  7  8  9  10  11
12  1  2  3  4  5  6  7  8  9  10  11
                              SCHED
```

Enter the details of the appointment. Be sure to press the [DATA IN/OUT] key and make sure that the [IN] indicator is shown on the display before entering data.

[DATA IN/OUT] [CLEAR] **11** [TIME] [TIME] **12** [TIME] [P] [NEXT] [SHIFT] **PRODUCT** [SPACE] [SHIFT] **MEETING**

```
          1989- 7-27 (THU)
11:00A Product Meeting_
  ≀
12:00P

[IN]                          SCHED
```

To set the schedule alarm, press the [SCHEDULE ALARM] key. The current alarm time will appear on the display.

[SCHEDULE ALARM]

```
          1989- 7-27 (THU)
11:00A♦Product Meeting_
  ≀             ALARM 11:00A
12:00P

[IN]                          SCHED
```


If you press the [SET] key here, the alarm time will be set at 11:00 AM. Instead, we will change the alarm time to 10:50 AM.

[NEXT] **10** [TIME] **50**

```
          1989- 7-27 (THU)
11:00A♦Product Meeting
  ≀             ALARM 10:50A
12:00P

[IN]                          SCHED
```

Press the [SET] key to store the schedule alarm time in memory.

[SET]

```
          1989- 7-27 (THU)
11:00A♦Product Meeting
  ≀
12:00P

[IN]                          SCHED
```

Press the [DATA IN/OUT] key to complete input and ensure that the [IN] indicator disappears from the display.

- The bell "♦" symbol after the schedule time indicates that a schedule alarm is preset for that item.

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When a schedule alarm time is reached

When a time that is preset with a schedule alarm is reached, an audible alarm sounds for 20 seconds and the corresponding schedule data appears.

- When a schedule alarm time is reached, the SF-8000 automatically switches ON.

Checking schedule alarm times

To check the schedule alarm time preset for an entry, display the entry and press the [SCHEDULE ALARM] key.

Example: View the schedule alarm time preset for the product meeting on July 27, 1989.

Display the product meeting entry for July 27, 1989.

```
          1989- 7-27 (THU)
11:00A▲Product Meeting
  ↓
12:00P

IN                        SCHED
```

Press the [SCHEDULE ALARM] key.

[SCHEDULE ALARM]

```
ALARM    1989- 7-27 (THU)
10:50A▲Product Meeting



IN                        SCHED
```


To switch schedule alarms ON and OFF

1. While in the Schedule Keeper, press the [FUNCTION] followed by [6] key, and the following menu appears on the display.

[FUNCTION] [6]

```
          *** SOUND ***

SCHEDULE ALARM          ON     •OFF
DAILY ALARM             ON     •OFF
KEY                     ON     •OFF

                        SCHED
```

2. Press the [▶] key to switch the schedule alarm ON and the [◀] key to switch it OFF.
3. After press the [SET] key to register the setting.

- Schedule alarms can be preset only for data items that contain data. If you clear data from a data item that is preset with a schedule alarm, the schedule alarm is automatically cleared, and the schedule alarm indicator disappears from the display.
- If a schedule alarm time is reached while you are entering or editing the data item for which the schedule alarm is preset, the alarm does not sound until you complete work on the data item.
- You cannot preset a schedule alarm for a time already preset with another schedule alarm. If you attempt to do so, the message "THAT TIME ALREADY SET FOR SCHEDULE ALARM !" appears on the display when you press the [SET] key.
- Note that a schedule alarm does not send if its preset time is reached during data communications (see page 179).
- The alarm may fail to sound if battery power is too low.

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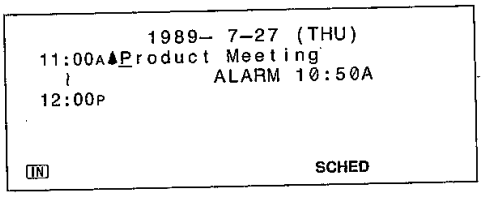
To cancel a schedule alarm

Cancel the schedule alarm preset for the product meeting from 11:00 AM to 12:00 PM on July 27, 1989.

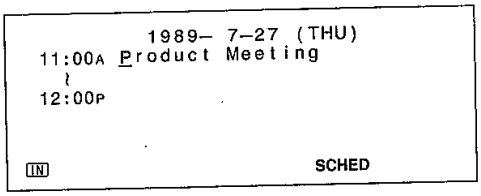
First, enter the Schedule Keeper and locate the data item.
Press the DATA key and make sure that the IN indicator is shown on the display. Press the FUNCTION followed by 1 key to select "DATA ITEM EDIT".

FUNCTION 1



Press the SCHEDULE ALARM key to switch the schedule alarm OFF.

SCHEDULE ALARM



Press the SET key to store the data item in memory.

Press the DATA key to complete input and ensure that the IN indicator disappears from the display.

Using the Timekeeping Function

About Home Time and World Time

Your SF-8000 comes with its own precision timepiece built in. A World Time function shows you the current time in any one of 127 major cities around the globe. You can specify one of these times as your Home Time, which is used for Schedule Alarms and daily alarm.

City Name	Difference with GMT*	City Name	Difference with GMT
Abu Dhabi (UAE)	+ 4:00	Cairo (Egypt)	+ 2:00
Adelaide (Australia)	+ 9:30	Calcutta (India)	+ 5:30
Algiers (Algeria)	+ 1:00	Cape Town (South Africa)	+ 2:00
Amman (Jordan)	+ 2:00	Caracas (Venezuela)	– 4:00
Amsterdam (Netherlands)	+ 1:00	Casablanca (Morocco)	± 0:00
Anchorage (USA)	– 9:00	Chatham Island (New Zealand)	+ 12:45
Ankara (Turkey)	+ 2:00	Chicago (USA)	– 6:00
Asuncion (Paraguay)	– 4:00	Colombo (Sri Lanka)	+ 5:30
Athens (Greece)	+ 2:00	Copenhagen (Denmark)	+ 1:00
Atlanta (USA)	– 5:00	Dallas (USA)	– 6:00
Auckland (New Zealand)	+ 12:00	Damascus (Syria)	+ 2:00
Azores (Portugal)	– 1:00	Darwin (Australia)	+ 9:30
Baghdad (Iraq)	+ 3:00	Delhi (India)	+ 5:30
Bahrain (Bahrain)	+ 3:00	Denver (USA)	– 7:00
Bangkok (Thailand)	+ 7:00	Dhaka (Bangladesh)	+ 6:00
Barcelona (Spain)	+ 1:00	Dubai (UAE)	+ 4:00
Beirut (Lebanon)	+ 2:00	Edmonton (Canada)	– 7:00
Belgrade (Yugoslavia)	+ 1:00	Fernando de Noronha (Brazil)	– 2:00
Berlin (Germany)	+ 1:00	Frankfurt (Germany)	+ 1:00
Bogota (Colombia)	– 5:00	Geneva (Switzerland)	+ 1:00
Bombay (India)	+ 5:30	GMT	± 0:00
Bonn (Germany)	+ 1:00	Guam (USA)	+ 10:00
Boston (USA)	– 5:00	Guatemala (Guatemala)	– 6:00
Brussels (Belgium)	+ 1:00	Hamburg (Germany)	+ 1:00
Bucharest (Rumania)	+ 2:00		
Budapest (Hungary)	+ 1:00		
Buenos Aires (Argentina)	– 3:00		

*Greenwich Mean Time

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City Name	Difference with GMT	City Name	Difference with GMT
Hanoi (Viet Nam)	+ 7:00	Norfolk Island (USA)	+ 11:30
Havana (Cuba)	− 5:00	Noumea	+ 11:00
Helsinki (Finland)	+ 2:00	(New Caledonia)	
Hong Kong (H.K.)	+ 8:00	Oslo (Norway)	+ 1:00
Honolulu (USA)	− 10:00	Ottawa (Canada)	− 5:00
Houston (USA)	− 6:00	Panama (Panama)	− 5:00
Istanbul (Turkey)	+ 2:00	Paris (France)	+ 1:00
Jakarta (Indonesia)	+ 7:00	Peking (Beijing)	+ 8:00
Jeddah (Saudi Arabia)	+ 3:00	(PR China)	
Johannesburg	+ 2:00	Perth (Australia)	+ 8:00
(South Africa)		Port Moresby	+ 10:00
Kabul (Afghanistan)	+ 4:30	(Papua New Guinea)	
Karachi (Pakistan)	+ 5:00	Prague (Czechoslovakia)	+ 1:00
Kathmandu (Nepal)	+ 5:45	Rangoon (Burma)	+ 6:30
Kuala Lumpur (Malaysia)	+ 8:00	Rio de Janeiro (Brazil)	− 3:00
Kuwait (Kuwait)	+ 3:00	Riyadh (Saudi Arabia)	+ 3:00
Lagos (Nigeria)	+ 1:00	Rome (Italy)	+ 1:00
La Paz (Bolivia)	− 4:00	San Francisco (USA)	− 8:00
Las Palmas	± 0:00	San Jose (Costa Rica)	− 6:00
(Canary Islands)		Santiago (Chile)	− 4:00
Leningrad (USSR)	+ 3:00	Sao Paulo (Brazil)	− 3:00
Lima (Peru)	− 5:00	Seattle (USA)	− 8:00
Lisbon (Portugal)	± 0:00	Seoul (Korea)	+ 9:00
London (UK)	± 0:00	Sanghai (PR China)	+ 8:00
Los Angeles (USA)	− 8:00	Singapore (Singapore)	+ 8:00
Luxembourg	+ 1:00	Sofia (Bulgaria)	+ 2:00
(Luxembourg)		Stockholm (Sweden)	+ 1:00
Madrid (Spain)	+ 1:00	Sydney (Australia)	+ 10:00
Manaus (Brazil)	− 4:00	Taipei (Taiwan)	+ 8:00
Manila (Philippines)	+ 8:00	Tehran (Iran)	+ 3:30
Melbourne (Australia)	+ 10:00	Tokyo (Japan)	+ 9:00
Memphis (USA)	− 6:00	Toronto (Canada)	− 5:00
Mexico City (Mexico)	− 6:00	Tripoli (Libya)	+ 1:00
Miami (USA)	− 5:00	Vancouver (Canada)	− 8:00
Midway (USA)	− 11:00	Vienna (Austria)	+ 1:00
Milan (Italy)	+ 1:00	Warsaw (Poland)	+ 1:00
Montevideo (Uruguay)	− 3:00	Washington, D.C. (USA)	− 5:00
Montreal (Canada)	− 5:00	Wellington	+ 12:00
Moscow (USSR)	+ 3:00	(New Zealand)	
Muscat (Oman)	+ 4:00	Winnipeg (Canada)	− 6:00
Nairobi (Kenya)	+ 3:00	Zurich (Switzerland)	+ 1:00
New York (USA)	− 5:00		

Specifying Home Time

Once you specify one of the time zones as your Home Time, that time is used for Schedule Alarms and daily alarm.

To specify your Home Time

Press the [HOME TIME] key followed by [DATA IN/OUT].

[HOME TIME] [DATA IN/OUT]

```
        *** HOME   TIME ***
   CITY                  Tokyo
        1989– 7– 5 (WED)

        AM  10: 01  21

IN
```

Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]

```
1 HOME TIME SET
2 HOME TIME CITY CHANGE
3 12/24 HOURS

5 DAYLIGHT SAVING TIME SET/RESET
6 SOUND

IN
```

Press [2] to select "HOME TIME CITY CHANGE".

[2]

```
      HOME TIME CITY CHANGE
• Abu Dhabi              + 4:00
  Adelaide               + 9:30
  Algiers                + 1:00
  Amman                  + 2:00
  Amsterdam              + 1:00

IN
```

City names that can be set as the Home Time appear in alphabetical order on the top of the display. The time on the right shows the difference from Greenwich Mean Time (GMT).
Press the [▼] or [▲] key to scroll through the city names, or [SHIFT] [▼] / [SHIFT] [▲] to scroll a full page at a time.

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You can also scroll directly to a specific section of the city list. Simply enter a letter and the block of names that begins with that letter immediately appears on the display. Here, let us enter "N".

N

```
      HOME TIME CITY CHANGE
• Nairobi              + 3:00
  New York             - 5:00
  Norfolk Island       +11:30
  Noumea               +11:00
  Oslo                 + 1:00
IN
```

▼

```
      HOME TIME CITY CHANGE
• New York             - 5:00
  Norfolk Island       +11:30
  Noumea               +11:00
  Oslo                 + 1:00
  Ottawa               - 5:00
IN
```

In the above display, "New York" is currently selected, so press the SET key to make New York time the Home City time.

SET

```
      *** HOME  TIME ***
CITY                 New York
      1989- 7- 5 (WED)

      AM 10: 02 42
IN
```

Finally, press the DATA key to exit data input (IN indicator disappears from the display).

Setting the current time

To set the current time, simply change the time shown in the Home Time display.

To set the current time

Press HOME TIME followed by DATA.

HOME TIME DATA

```
      *** HOME  TIME ***
CITY                 New York
      1989- 7- 5 (WED)

      AM 10: 02 42
IN
```

Press the FUNCTION key, and the following menu appears.

FUNCTION

```
1 HOME TIME SET
2 HOME TIME CITY CHANGE
3 12/24 HOURS

5 DAYLIGHT SAVING TIME SET/RESET
6 SOUND
IN
```

Press 1 to select "HOME TIME SET".

1

```
      *** HOME  TIME ***
CITY                 New York
      1989- 7- 5

      AM 10: 02
IN
```


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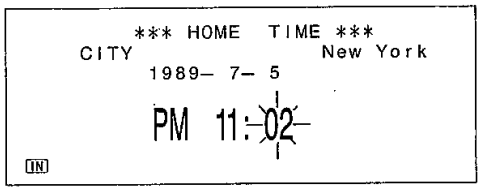
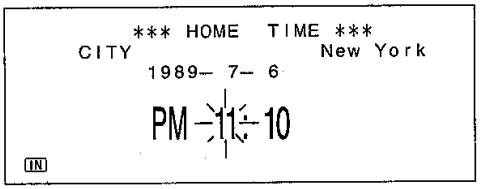
In this example, let us assume that New York time is the Home Time, and that we wish to change it to 11:10 PM, July 6, 1989.
Press [P] followed by [TIME] to switch from AM to PM. You can switch between AM ([A]) and PM ([P]) while the hours digits or minutes digits of the time are flashing.
Next, enter 11, followed by [TIME].

[P] 11 [TIME]



Now the minutes digits are flashing. Make the following entries.

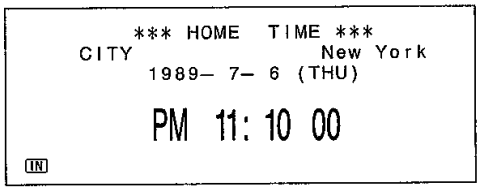
10 [TIME] 89 [DATE]
07 [DATE] 06 [DATE]



- You can also leave any setting the way it is without making any changes by pressing the [TIME] key while the digits for the setting are flashing.

If you press the [DATE] key while the date digit is flashing, the hour digit of the time will start to flash again. After you finish setting the time and date, press [SET].

[SET]



Finally, press the [DATA INPUT] key to exit data input ([IN] indicator disappears from the display).

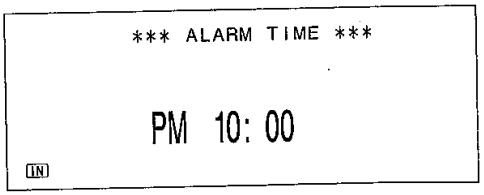
Setting the daily alarm

Once you set the time for the daily alarm, the alarm will sound every day at that time.

To set the daily alarm

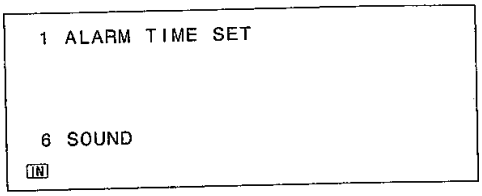
While the Home Time display is shown (by pressing [HOME TIME]), press the [HOME TIME] key. Then press [DATA INPUT] for data input ([IN] indicator appears on display).

[HOME TIME] ([HOME TIME]) [DATA INPUT]



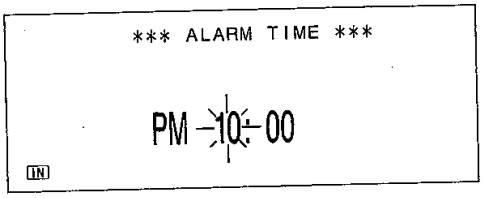
Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]



Press [1] to select "ALARM TIME SET".

[1]



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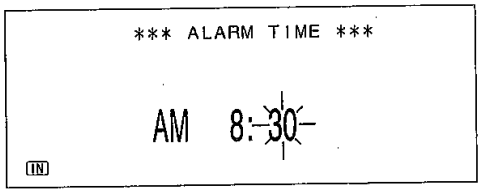
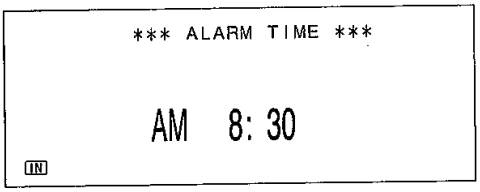
In this example, let us assume that we wish to set a daily alarm time of 8:30 AM.
Press [A] to specify AM (press [P] for PM), and then enter the hours followed by [TIME], and the minutes.

[A] 8 [TIME] 30



Press the [SET] key to complete the operation.

[SET]

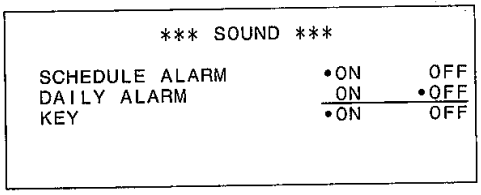


Press the [HOME TIME] key to return to the Home Time display, and then press [DATA IN/OUT] to exit data input (IN indicator disappears from the display).

To switch the daily alarm ON and OFF

Press the [FUNCTION] key, and then press [6] to select "SOUND".
Press the [▼] key to select DAILY ALARM, and then press [◄] to switch the alarm ON, or [►] to switch it OFF.

[FUNCTION] [6] [▼]

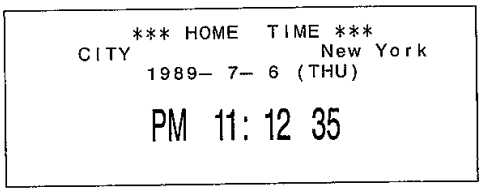


Press the [SET] key to complete the setting.

To switch between 12-hour and 24-hour format

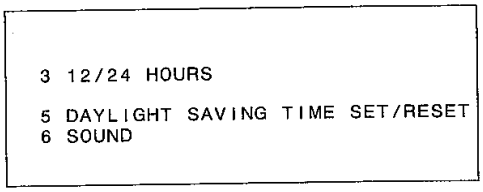
Press the [HOME TIME] key.

[HOME TIME]



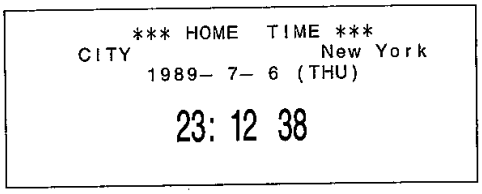
Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]



Press [3] to select "12/24 HOURS".

[3]



Note that the time has been changed from 12-hour to 24-hour format. The 12-hour/24-hour specification affects all time displays, including those in the Schedule Mode, World Time, and alarms.

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Changing the World Time Display

The procedure to change the city shown in the World Time Display is similar to that used when changing the Home Time Display.
Press the [WORLD TIME] key followed by [DATA IN/OUT].

[WORLD TIME] [DATA IN/OUT]

```
        *** WORLD TIME ***
   CITY                London
        1989- 7- 7 (FRI)

        AM   4: 43 36
[IN]
```

Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]

```
2 WORLD TIME CITY CHANGE

5 DAYLIGHT SAVING TIME SET/RESET
6 SOUND
[IN]
```

Press [2] to select "WORLD TIME CITY CHANGE".

[2]

```
      WORLD TIME CITY CHANGE
• Abu Dhabi              + 4:00
  Adelaide               + 9:30
  Algiers                + 1:00
  Amman                  + 2:00
  Amsterdam              + 1:00
[IN]
```

City names appear in alphabetical order on the left of the display. The time on the right shows the difference from Greewich Mean Time (GMT).

Press the [▼] or [▲] key to scroll through the city names, or [SHIFT] [▼]/[SHIFT] [▲] to scroll a full page at a time.

[SHIFT] [▼]

```
      WORLD TIME CITY CHANGE
• Anchorage              - 9:00
  Ankara                 + 2:00
  Asuncion               - 4:00
  Athens                 + 2:00
  Atlanta                - 5:00
[IN]
```

You can also scroll directly to a specific section of the city list. Simply enter a letter and the block of names that begins with that letter immediately appears on the display. Here, let us enter "H".

H

```
      WORLD TIME CITY CHANGE
• Hamburg                + 1:00
  Hanoi                  + 7:00
  Havana                 - 5:00
  Helsinki               + 2:00
  Hong Kong              + 8:00
[IN]
```

[▼] [▼] [▼] [▼]

```
      WORLD TIME CITY CHANGE
• Hong Kong              + 8:00
  Honolulu               -10:00
  Houston                - 6:00
  Istanbul               + 2:00
  Jakarta                + 7:00
[IN]
```

In the above display, "Hong Kong" is currently selected, so press the [SET] key to make Hong Kong time the World Time Display.

[SET]

```
        *** WORLD TIME ***
   CITY                Hong Kong
        1989- 7- 7 (FRI)

        AM   4: 43 56
[IN]
```

Finally, press the [DATA IN/OUT] key to exit data input ([IN] indicator disappears from the display).

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Using the daylight saving time function

This function lets you specify daylight saving time for cities that use such a timekeeping system.

To switch daylight saving time ON and OFF

Press the [HOME TIME] key or the [WORLD TIME] key.

[WORLD TIME]

```
*** WORLD TIME ***
CITY              London
     1989- 7- 7 (FRI)
AM  4: 43 36
```

Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]

```
2 WORLD TIME CITY CHANGE

5 DAYLIGHT SAVING TIME SET/RESET
6 SOUND
```

Press [5] to select "DAYLIGHT SAVING TIME SET/RESET".

[5]

```
*** WORLD TIME ***
CITY              London
     1989- 7- 7 (FRI)
                       DST
AM  5: 43 58
```

Note that the time has been changed from standard time to daylight saving time, indicated by "DST" on the display. Repeat the above operation to switch from daylight saving time to standard time.

Using the Mark Function

The Mark function of the SF-8000 lets you mark data item to protect it against being deleted by the delete procedure (see page 154).

To assign marks to data items

1. Press one of the following keys.
   - [TEL] — To mark Telephone Directory data.
   - [BUSINESS CARD] — To mark Business Card Library data.
   - [MEMO] — To mark Memo data.
   - [SCHEDULE] — To mark Schedule Keeper data.
2. Press the [DATA IN/OUT] key ([IN] indicator appears on the display).
3. Press the [CLEAR] key, and enter data.
4. Press [SHIFT] followed by [MARK] to mark the data item.
5. Press the [SET] key.

- A data item can be marked at any point from when the [CLEAR] key is pressed until the [SET] key is pressed.
- To mark an existing data item, see page 144.

Example: Enter the following data item and mark it.
Bob Lloyd, 631-343-8221

While in the Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input.
Perform the following sequence to enter the data.

[TEL] [DATA IN/OUT] [CLEAR]
[CAPS] **LLOYD** [SPACE]
BOB [NEXT]
631-343-8221

```
LLOYD BOB
631-343-8221_

[IN]  [CAPS]    TEL
```


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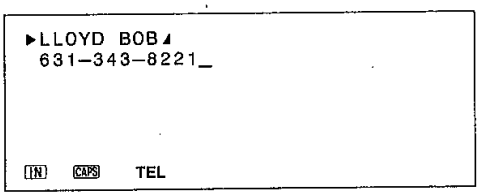
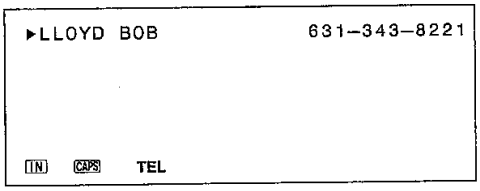
Press [SHIFT] followed by [MARK] to mark the data item. Note the " ▶ " indicator which shows that the data item is marked.

[SHIFT] [MARK]



Press the [SET] key to store the data.

[SET]

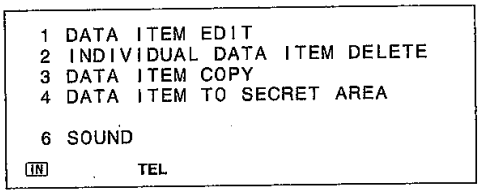


Press [DATA IN/OUT] to exit data input ([IN] indicator disappears from the display).

To unmark a data item

1. Recall the marked data item.
2. Press the [DATA IN/OUT] key ([IN] indicator appears on the display).
3. Press the [FUNCTION] key, and the following menu appears.

[FUNCTION]



Press [1] to select "DATA ITEM EDIT".

4. Press [SHIFT] followed by [MARK] to clear the mark.
5. Press the [SET] key.

Using the Secret Function

The SF-8000's Secret Function lets you store Telephone Directory, Business Card Library, Memo data and Schedule Keeper data in a memory area that is protected by a secret password. Only individuals able to enter the password can view the information stored in the secret memory area.

To register a password

1. Press one of the following keys.
   - [TEL] — To protect Telephone Directory data.
   - [BUSINESS CARD] — To protect Business Card Library data.
   - [MEMO] — To protect Memo data.
   - [SCHEDULE] — To protect Schedule Keeper data.
2. Press the [DATA IN/OUT] key ([IN] indicator appears on the display).
3. Press the [🔑] key, and a message appears prompting you to enter a password to be registered. The password can be up to 160 characters long.
4. Press [🔑] again to register the password, and to enter the secret memory area. The indicator " 🔑 " is shown on the display while you are in the secret memory area.

- You can register only one password. Be sure not to forget it. If you do, you will have to reset the SF-8000, thus erasing all of the data you have stored in memory.

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Example: Register "CASIO" as the password.

While in the Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input. Then press the [→] key.

[TEL] [DATA IN/OUT] [→]

```
        *** SECRET ***
PASSWORD ?


[IN]          TEL
```

Enter "CASIO".

[CAPS] **CASIO**

```
        *** SECRET ***
CASIO_


[IN]  [CAPS]  TEL
```

Press the [→] key again. The indicator " → " appears on the display to indicate that "CASIO" is registered as the password, and the SF-8000 enters the secret memory area.

[→]

```
        *** SECRET ***

    PASSWORD REGISTERED !

[IN]  [CAPS]  TEL
```



```
    *** TELEPHONE  DIRECTORY ***

DATA ITEMS                    0
MARKED                        0


[IN]  [CAPS]  TEL             →
```

Press [DATA IN/OUT] to exit data input ([IN] indicator disappears from the display).

• The [↵] key is inoperative when you are entering a password.

Now you can press one of the following keys to store data into the secret memory area. Use the same procedures as those used to store data in the open (non-secret) area.

[TEL] — To store Telephone Directory data.
[BUSINESS CARD] — To store Business Card Library data.
[MEMO] — To store Memo data.
[SCHEDULE] — To store Schedule Keeper data.

To exit the secret area

Simply press the [→] key to exit the secret area. The data item count that appears on the display does not include items stored in the secret area.

[→]

```
    *** TELEPHONE  DIRECTORY ***

DATA ITEMS                   10
MARKED                        1


[IN]  [CAPS]  TEL
```

Press [DATA IN/OUT] to exit data input ([IN] indicator disappears from the display).

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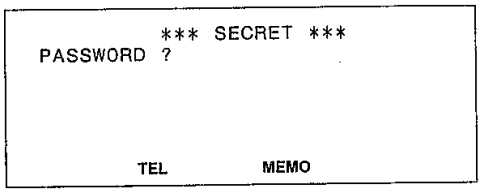
Recalling data items stored in the secret area

You must enter the password anytime you wish to access any data items stored in the secret area.

To enter the secret area

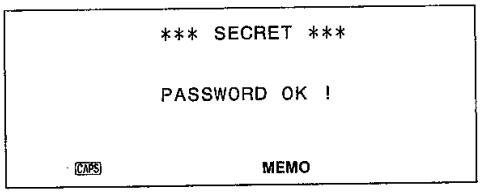
Press the [🔑] key, and a message appears to prompt entry of the password.

[🔑]

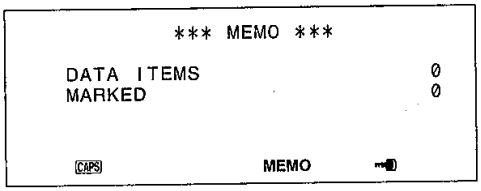


Enter the password, and a message appears to confirm that it is correct.

[CAPS] CASIO [🔑]



Next, the SF-8000 enters the secret area, indicated by the " 🔑 " at the bottom of the display.



- If you enter a wrong password, the message "PASSWORD MISMATCH !" appears on the display.
- If no password is registered, the message "PASSWORD NOT REGISTERED !" appears on the display.

Now you can press one of the following keys to recall data into the secret memory area. Use the same procedures as those used to recall data in the open (non-secret) area.

[TEL] — To recall Telephone Directory data.
[BUSINESS CARD] — To recall Business Card Library data.
[MEMO] — To recall Memo data.
[SCHEDULE] — To recall Schedule Keeper data.

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Using the Letter Memory Function

The Letter Memory function of the SF-8000 lets you store up to 10 often-used words or phrases up to 384 characters long for instant recall when you need them.

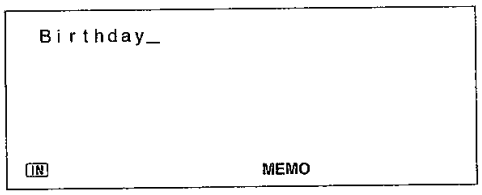
To store Letter Memory data

1. Press one of the following keys.
   - [TEL] — To enter the Telephone Directory.
   - [BUSINESS CARD] — To enter the Business Card Library.
   - [MEMO] — To enter the Memo Mode.
   - [SCHEDULE] — To enter the Schedule Keeper.
2. Press the [DATA IN/OUT] key ([IN] indicator appears on the display).
3. Enter the text you wish to store in one of the Letter Memories.
4. Press the [LETTER MEMORY] key.
5. Press [SHIFT] followed by a numeric key from [0] through [9]. The key you press indicates the Letter Memory number that the text is assigned to.
6. Press [DATA IN/OUT] to exit data input ([IN] indicator disappears from the display).

Example: Assign the word "Birthday" to Letter Memory 1.

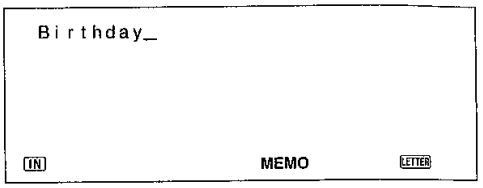
While in the Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the [DATA IN/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input. Next, enter the text to be assigned to a Letter Memory.

[MEMO] [DATA IN/OUT] [CLEAR]
[SHIFT] **BIRTHDAY**



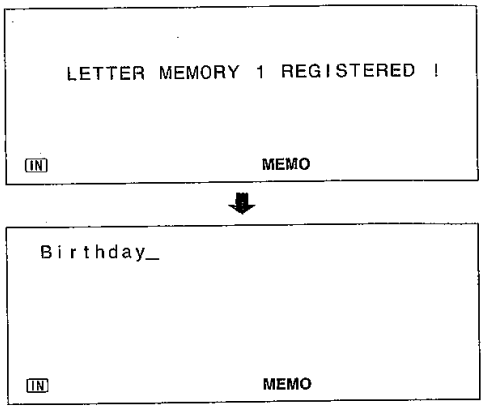
Press the [LETTER MEMORY] key, and the [LETTER] indicator appears on the display.

[LETTER MEMORY]



Press [SHIFT] followed by [1] to to store the text in Letter Memory 1. A message appears to indicate that the text is registered, and then the text input display returns.

[SHIFT] [1]



- In place of the above, you can press the [LETTER MEMORY] key to clear the [LETTER] indicator from the display.
- Date and time data in the Schedule Keeper cannot be stored in a Letter Memory.
- You can only store text in a Letter Memory while the [IN] indicator is shown on the display.
- In the Telephone Directory and Business Card Library, you cannot store text following the Combine mark ([C]) in a Letter Memory.

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- If you stored data to a Letter Memory that already contains data, the previous data is replaced with the new data.
- To delete data stored in a Letter Memory, simply store a cleared screen (cleared by the CLEAR key) to the Letter Memory.

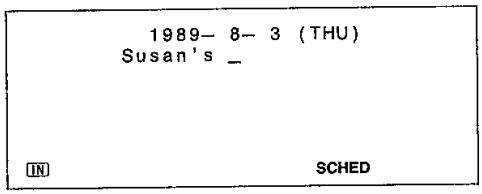
To recall Letter Memory data

1. Press one of the following keys.
   TEL — To enter the Telephone Directory.
   BUSINESS CARD — To enter the Business Card Library.
   MEMO — To enter the Memo Mode.
   SCHEDULE — To enter the Schedule Keeper.
2. Press the DATA IN/OUT key (IN indicator appears on the display).
3. Move the cursor to the location at which you wish to input the text stored in the Letter Memory.
4. Press the LETTER MEMORY key followed by a numeric key from 0 through 9. The key you press indicates the Letter Memory number that the text is assigned to.
5. Press DATA IN/OUT to exit data input (IN indicator disappears from the display).

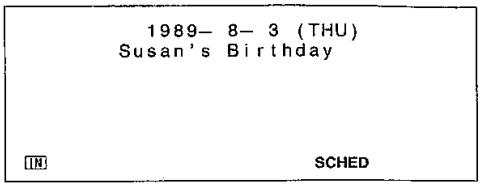
Example: Susan's Birthday

While in the Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the DATA IN/OUT key. At this time the indicator IN appears in the lower left of the display to indicate that the SF-8000 is ready for data input. At the point where you wish to enter the text assigned to the Letter Memory, press LETTER MEMORY followed by 1.

DATA IN/OUT SHIFT **SUSAN'S** SPACE



LETTER MEMORY 1 SET



- You can press the LETTER MEMORY key to clear the LETTER indicator from the display without entering any Letter Memory number.

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Editing Data Items Stored in Memory

After data items are stored in memory, you can edit, delete, and move them as desired. In this section, we will use actual examples to describe the editing procedures.

To change an existing data item

Change Mary Bush's telephone number from 234-228-9199 to 234-228-8243 (see page 34).

Enter the Telephone Directory and search for the data item under Bush Mary. Be sure to press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[TEL] [DATA IN/OUT] [CAPS] **BUSH** [SEARCH]

```
BUSH MARY                234-228-9199

[IN] [CAPS] TEL                    [SEARCH]
```

Switch to the Data Display.

[DISP CHANGE]

```
BUSH MARY                234-228-9199
11933 Digital Street,
Los Angeles, CA

[IN] [CAPS] TEL                    [SEARCH]
```


Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO SECRET AREA

6 SOUND
[IN] [CAPS] TEL                    [SEARCH]
```

Press [1] to select "DATA ITEM EDIT". At this time the cursor will appear on the Data Display.

[1]

```
BUSH MARY◢
234-228-9199◢
11933 Digital Street,↵
Los Angeles, CA

[IN] [CAPS] TEL
```

Press the [▼] key to move the cursor to the position of the data you wish to change.

[▼]

```
BUSH MARY◢
234-228-9199◢
11933 Digital Street,↵
Los Angeles, CA

[IN] [CAPS] TEL
```

Enter the new data.

[▶] [▶] [▶] [▶]
[▶] [▶] [▶] [▶]
8243

```
BUSH MARY◢
234-228-8243◢
11933 Digital Street,↵
Los Angeles, CA

[IN] [CAPS] TEL
```


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Press the [SET] key to store the newly edited data item in memory.

[SET]

```
BUSH MARY              234-228-8243
11933 Digital Street,
Los Angeles, CA

IN  CAPS   TEL
```

- When you locate a data item using Direct Search or Random Search, the [SEARCH] indicator disappears from the display when you enter [1] while in the menu.
- When you change the name entry in the Business Card Library, all of the entries are resorted in alphabetical sequence when you press the [SET] key.

To mark an existing data item

Mark the Memo data item under DRIVER'S LICENSE.

Enter the Memo Mode and search for the data item under DRIVER'S LICENSE. Be sure to press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[MEMO] [▼] [▼] [▼]
[DISP CHANGE] [DATA IN/OUT]

```
DRIVER'S LICENSE
Valid until Oct. 29, 1993
Number A-123456
CREDIT CARD NUMBER
Casio Credit 12345
Digital Credit 98765
IN                    MEMO
```

Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO SECRET AREA

6 SOUND
IN                    MEMO
```


Press [1] to select "DATA ITEM EDIT". At this time the cursor will appear on the Data Display.

[1]

```
DRIVER'S LICENSE↵
Valid until Oct. 29, 1993↵
Number A-123456

IN                    MEMO
```

Press the [SHIFT] followed by [MARK] and then press the [SET] key to store the newly edited data item in memory.

[SHIFT] [MARK] [SET]

```
▶DRIVER'S LICENSE
 Valid until Oct. 29, 1993
 Number A-123456
 CREDIT CARD NUMBER
 Casio Credit 12345
 Digital Credit 98765
IN                    MEMO
```

- You can use the same procedure to unmark an existing marked data item.

To change the date of a Schedule Keeper data item

Change the date for the Planning Meeting from 10:00 AM on July 20, 1989 to 2:00 PM on July 28, 1989.

Enter the Schedule Keeper and search for July 20, 1989. Be sure to press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[SCHEDULE] [DATA IN/OUT] [SHIFT]
[CLEAR] **89** [DATE] **7**
[DATE] **20** [DATE] [DISP CHANGE]

```
          1989- 7-20 (THU)
10:00A Planning Meeting
 2:00P New Product Campaign

IN                    SCHED
```


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Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO SECRET AREA
5 DATE CHANGE
6 SOUND
IN                    SCHED
```

Press [5] to select "DATE CHANGE".

[5]

```
DATE CHANGE        YEAR ?  _
IN                    SCHED
```

Enter the year, month, and date, following each entry by pressing the [DATE] key. You can cancel the edit procedure by pressing the [MEMO] key during date input.

89 [DATE] **7** [DATE] **28**

```
DATE CHANGE        DATE ?  28
          1989- 7-
IN                    SCHED
```


When you press the [DATE] key after entering the date, the first letter of the details of the appointment starts to flash.

[DATE]

```
          1989- 7-28 (FRI)
10:00A Planning Meeting
IN                    SCHED
```

Press the [TIME] key and enter the new time, and then press the [SET] key to stored the newly edited data item in memory.

[TIME] **2** [P] [SET]

```
          1989- 7-28 (FRI)
2:00P Planning Meeting
IN                    SCHED
```

To batch edit multiple data items

In the Business Card Library, it is sometimes desirable to change all entries of some data to another entry.

Example: Change the telephone numbers of all of the QD MOTORS items from 631-343-6666 to 631-343-6111.

Enter the Business Card Library and press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[BUSINESS CARD] [DATA IN/OUT]

```
*** BUSINESS CARD LIBRARY ***

EMPLOYER                    8
DATA ITEMS                  9
MARKED                      0

IN              BUSI CARD
```


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Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 UNMARKED DATA ITEM DELETE
2 MESSAGE EDIT (FREE 1~6)
3 MULTIPLE DATA ITEM EDIT
4 DATA COMMUNICATION

6 SOUND
IN          BUSI CARD
```

Press [3] to select "MULTIPLE DATA ITEM EDIT". At this time the following menu will appear.

[3]

```
1 EMPLOYER
2 TEL NUMBER
3 ADDRESS
4 TELEX NUMBER
5 FAX NUMBER

IN          BUSI CARD
```

Press a key to select an entry. Here we will press [2] to select "TEL NUMBER".

[2]

```
(AMS)020-5733911
```

Press the [▼] and [▲] keys to scroll through the telephone numbers until you find the one that you wish to change.

[▼] [▼] [▼] [▼]
[▼] [▼] [▼]

```
631-343-6666
IN          BUSI CARD
```


Make the necessary changes.

[SHIFT] [▶] [◀] [◀] [◀] [◀]
6111

```
631-343-6111
IN          BUSI CARD
```

Press the [SET] key to store the newly edited data items in memory.

[SET]

```
*** BUSINESS CARD LIBRARY ***

EMPLOYER                    8
DATA ITEMS                  9
MARKED                      0

IN          BUSI CARD
```

- If you press the [CLEAR] key while editing multiple data items, the SF-8000 will cancel multiple data item edit and the message "EMPLOYER ?" will appear on the display.
- When you change the name entry in the Business Card Library, all of the entries are resorted in alphabetical sequence when you press the [SET] key.
- You should exercise sufficient caution when using this procedure. All applicable data items stored in the Business Card Library are changed according to the specifications you make here.

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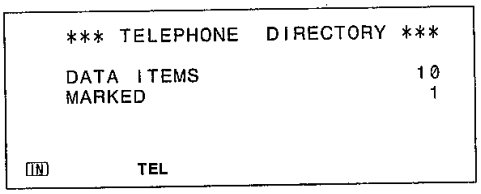
Editing entry names

The names of the user-definable (FREE) entries in the Telephone Directory and Business Card Library can be changed to identify the type of data stored.

Example: Change FREE 2 in the Telephone Directory to "BIRTHDAY".

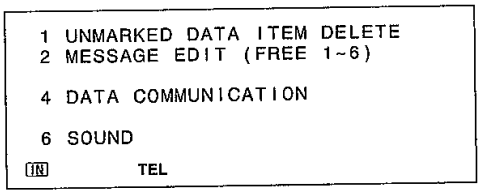
Enter the Telephone Directory and press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[TEL] [DATA IN/OUT]



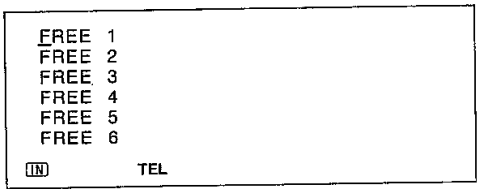
Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]



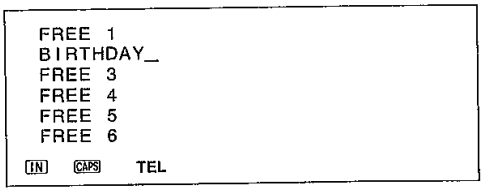
Press [2] to select "MESSAGE EDIT (FREE 1~6)". At this time the display will change to a list of current user-definable entry names.

[2]



Press the [▼] key to move the cursor to the position of the data name you wish to change.
Enter the new data name.

[▼] [CAPS]
BIRTHDAY



Press the [SET] key to store the new data item name in memory.

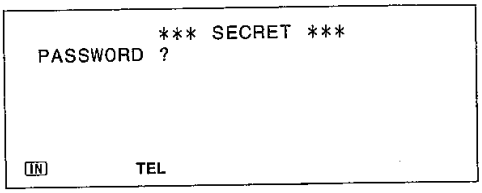
• Now, the prompt "BIRTHDAY ?" will appear in place of "FREE 2 ?".

To change the password

Example: Change the password from "CASIO" to "OISAC".

While in the Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the [→] key, and a message appears to prompt entry of the password.

[TEL] [DATA IN/OUT] [→]



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Enter the password, and the message "PASSWORD OK !" appears to confirm that it is correct, and then the SF-8000 enters the secret area, indicated by the " ⇥ " at the bottom of the display.

CAPS **CASIO** ⇥

```
*** TELEPHONE  DIRECTORY ***

DATA ITEMS                  0
MARKED                      0

IN  CAPS   TEL              ⇥
```

Press CLEAR followed by the ⇥ key to display the currently registered password.

CLEAR ⇥

```
            *** SECRET ***
CASIO

IN  CAPS   TEL              ⇥
```

Press the FUNCTION key and the following menu will appear.

FUNCTION

```
1 DATA ITEM EDIT


6 SOUND
IN  CAPS   TEL              ⇥
```

Press 1 to select "DATA ITEM EDIT". At this time the currently registered password will reappear, with the cursor blinking at the first letter.

1

```
            *** SECRET ***
CASIO

IN  CAPS   TEL              ⇥
```


Enter the new password.

OISAC

```
            *** SECRET ***
OISAC_

IN  CAPS   TEL              ⇥
```

Press the ⇥ key to register the new password.

⇥

```
            *** SECRET ***

      PASSWORD REGISTERED !

IN  CAPS   TEL              ⇥
```



```
*** TELEPHONE  DIRECTORY ***

DATA ITEMS                  0
MARKED                      0

IN  CAPS   TEL              ⇥
```


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Deleting data items

With your Casio SF-8000, you can delete individual data items, or you can batch delete all but the marked data items.

To delete individual data items

Example: Delete the Business Card Library data item under Jane Stewart.

Enter the Business Card Library and search for the data item under Jane Stewart. Be sure to press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[BUSINESS CARD] [DATA IN/OUT] [CAPS]
STEWART [SHIFT]
[SEARCH]

```
STEWART JANE          631-343-6111

[IN] [CAPS]      BUSI CARD          [SEARCH]
```

Switch to the Data Display.

[DISP CHANGE]

```
QD MOTORS
STEWART JANE          631-343-6111
Chief Engineer
Engineering and Development
1234567
▼ QD Building, 10250 QD Road,
[IN] [CAPS]      BUSI CARD          [SEARCH]
```

Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO SECRET AREA

6 SOUND
[IN] [CAPS]      BUSI CARD          [SEARCH]
```


Press [2] to select "INDIVIDUAL DATA ITEM DELETE", and the following message appears to confirm whether you wish to delete the data item.

[2]

```
DELETE INDIVIDUAL DATA ITEM ?

YES [Y] /NO [N]
[IN] [CAPS]      BUSI CARD
```

Press [Y] to delete the data item and display the next data item or [N] to return to the Data Display.

[Y]

```
QD MOTORS
WILLIAMS ROBERT       631-343-6111
Vice-President
Latin America Region
1234567
QD Building, 10250 QD Road,
```

- Data items can be deleted using the above procedure regardless of whether or not they are marked (see page 131).

To delete unmarked data items

Example: Delete all unmarked data items in the Memo Mode (see page 131 for details on marked data items).

Enter the Memo Mode and press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[MEMO] [DATA IN/OUT]

```
*** MEMO ***

DATA ITEMS                  9
MARKED                      1

[IN]                MEMO
```


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Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 UNMARKED DATA ITEM DELETE

4 DATA COMMUNICATION

6 SOUND
IN                    MEMO
```

Press [1] to select "UNMARKED DATA ITEM DELETE" and the following message appears to confirm whether you wish to delete the data items.

[1]

```
DELETE ALL UNMARKED DATA ITEMS ?

YES [Y] /NO [N]
IN                    MEMO
```

Press [Y] to delete all unmarked data items or [N] to return to the MEMO display.

[Y]

```
          *** MEMO ***

DATA ITEMS                    1
MARKED                        1

IN                    MEMO
```

- In the above example, only the unmarked data items in the Memo Mode, open (non-secret) area are deleted. Unmarked data items in the secret area are not deleted.
- To delete unmarked data items in the secret area, you must first access the secret area and perform the above procedure. Doing so does not delete any unmarked data items in the open area.

To delete unmarked Schedule Keeper data items

Example: Delete all unmarked data items in the Schedule Keeper (see page 91), from January 1, 1901 until February 5, 1989.

Enter the Schedule Keeper and press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[SCHEDULE] [DATA IN/OUT]

```
          1989- 7-18 (TUE)
12 1 2 3 4 5 6 7 8 9 10 11
12 1 2 3 4 5 6 7 8 9 10 11
IN                    SCHED
```

Press the [FUNCTION] key and the following menu will appear.

[FUNCTION]

```
1 UNMARKED DATA ITEM DELETE

4 DATA COMMUNICATION

6 SOUND
IN                    SCHED
```

Press [1] to select "UNMARKED DATA ITEM DELETE" and the following display appears to prompt for input of the period.

[1]

```
DELETE ALL UNMARKED DATA ITEMS ?
FROM:              1901- 1- 1 (TUE)

TO YEAR ?          _

IN                    SCHED
```


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Specify the date up to which you wish to delete unmarked data items. Enter the year, month, and date, pressing the [DATE] key after each entry.

89 [DATE] **2** [DATE]
5 [DATE]

```
DELETE ALL UNMARKED DATA ITEMS ?
FROM:              1901- 1- 1 (TUE)
                          ~
  TO:              1989- 2- 5 (SUN)
          YES [Y] /NO [N]
[IN]                    SCHED
```

Press [Y] to delete all unmarked data items or [N] to cancel the delete procedure.

[Y]

```
          1989- 2- 5 (SUN)
12  1  2  3  4  5  6  7  8  9  10  11
12  1  2  3  4  5  6  7  8  9  10  11
[IN]                    SCHED
```

- In the above example, only the unmarked data items for the specified period in the Schedule Keeper, open (non-secret) area are deleted. Unmarked data items in the secret area are not deleted.
- To delete unmarked data items in the secret area, you must first access the secret area and perform the above procedure. Doing so does not delete any unmarked data items in the open area.

Depending upon the amount of data present in memory when you delete all unmarked data items, the delete procedure may take a few minutes to complete. During the procedure, the display appears as shown below. To interrupt the delete procedure, you can press the [CLEAR] key, but data items deleted up to that point will no longer be stored in memory.

```
NOW DELETING !
TO STOP PRESS [NEXT] KEY
```


Transferring data between the secret and open areas

The SF-8000 makes the transfer of data items between the normal memory area and the secret memory area quick and easy.

To transfer a data item from the open area to the secret area

Transfer the data item stored under Diana Smith from the open area to the secret area.

Enter the Telephone Directory and search for the data item under SMITH DIANA. Be sure to press the [DATA IN/OUT] key for data input ([IN] indicator appears on display).

[TEL] [DATA IN/OUT] [CAPS]
SMITH [SEARCH]

```
SMITH DIANA              567-645-3233

[IN] [CAPS]  TEL                  [SEARCH]
```

Switch to the Data Display.

[DISP CHANGE]

```
SMITH DIANA              567-645-3233
6322 S.F. Avenue, Chicago, IL

[IN] [CAPS]  TEL                  [SEARCH]
```


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Press the FUNCTION key and the following menu will appear.

FUNCTION

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO SECRET AREA

6 SOUND
IN  CAPS   TEL                SEARCH
```

Press 4 to select "DATA ITEM TO SECRET AREA". At this time a message will appear to prompt input of the currently registered password.

4

```
*** TRANSFER TO SECRET AREA ***
PASSWORD?


IN  CAPS   TEL
```

Enter the password and press the ⇥ key and the following message appears to confirm whether you wish to transfer the data item.

OISAC ⇥

```
*** TRANSFER TO SECRET AREA ***
          TRANSFER ?

        YES Y /NO N
IN  CAPS   TEL
```

Press Y to transfer the data item or N to cancel the data transfer procedure.

Y

```
SMITH DIANA          567-645-3233
6322 S.F. Avenue, Chicago, IL


IN  CAPS   TEL                ⇥
```

The SF-8000 enters the secret area, indicated by the " ⇥ " indicator.

- If a password is not already registered in the above procedure, the password entered in response to the "PASSWORD ?" prompt is registered as a new password.

To transfer a data item from the secret area to the open area

Transfer the data item stored under Diana Smith from the secret area to the open area.

Enter the Telephone Directory.
Enter the secret area and search for the data item under SMITH DIANA. Be sure to press the DATA IN/OUT key for data input (IN indicator appears on display).

TEL ⇥ CAPS OISAC
⇥ DATA IN/OUT SMITH SEARCH

```
SMITH DIANA          567-645-3233


IN  CAPS   TEL                ⇥   SEARCH
```

Switch to the Data Display.

DISP CHANGE

```
SMITH DIANA          567-645-3233
6322 S.F. Avenue, Chicago, IL


IN  CAPS   TEL                ⇥   SEARCH
```

Press the FUNCTION key and the following menu will appear.

FUNCTION

```
1 DATA ITEM EDIT
2 INDIVIDUAL DATA ITEM DELETE
3 DATA ITEM COPY
4 DATA ITEM TO OPEN AREA

6 SOUND
IN  CAPS   TEL                ⇥   SEARCH
```


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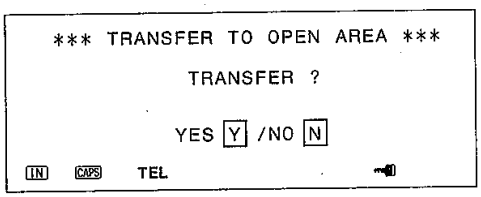
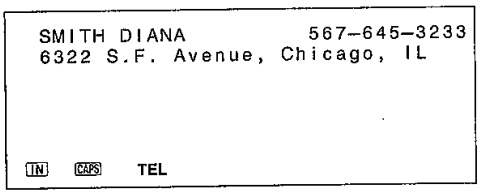
Press [4] to select "DATA ITEM TO OPEN AREA".
The following message appears to confirm whether you wish to transfer the data item.

[4]



Press [Y] to transfer the data item or [N] to cancel the data transfer procedure.

[Y]



The SF-8000 enters the open area and the " " indicator disappears from the display.

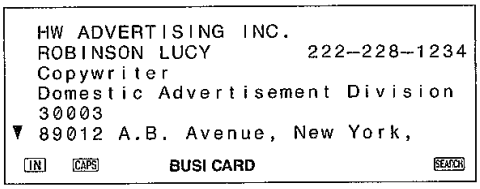
Duplicating data items

The procedure described in this section comes in handy when you have to enter a data item that is almost identical to another item that is already stored in the Telephone Directory, Business Card Library, Memo, or Schedule Keeper. Simply duplicate the stored item and then make changes as required to create the new item.

Example: Duplicate the data item stored under Lucy Robinson in the Business Card Library and change the new data item to Paul Bean, Art Director.

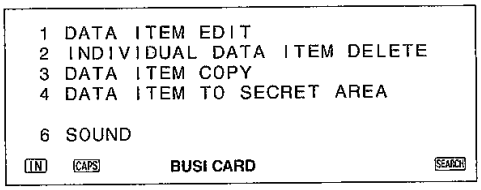
First, locate the data item stored under Lucy Robinson. Be sure to press the [DATA INPUT] key for data input ([IN] indicator appears on display).

[BUSINESS CARD] [DATA INPUT]
[CAPS] **ROBINSON**
[SHIFT] [SEARCH]
[DEL CHANGE]



Press the [FUNCTION] key and the following menu appears.

[FUNCTION]



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Enter [3] to select "DATA ITEM COPY". The newly created data item appears on the display with the cursor flashing, standing by for changes. Make any necessary changes.

[3] [▼]
BEAN [SPACE] **PAUL**
[DEL] [DEL] [DEL] [DEL]
[NEXT]

```
HW ADVERTISING INC.
BEAN PAUL
222-228-1234
Copywriter
Domestic Advertisement Division
30003
IN  CAPS        BUSI CARD
```

[▼] **A** [CAPS] **RT** [SPACE]
[SHIFT] **DIRECTOR** [SET]

```
HW ADVERTISING INC.
BEAN PAUL              222-228-1234
Art Director
Domestic Advertisement Division
30003
89012 A.B. Avenue, New York,
IN              BUSI CARD
```

- Don't forget to press the [SET] key to store the new data item. Nothing is stored in memory unless you press [SET].

Using the Auto Display Function

The SF-8000's Auto Display function lets you automatically scroll through the displays quickly and easily. To stop the Auto Display, press the [NEXT] key.

Example: Use the Auto Display function to view Business Card Library data.

[BUSINESS CARD] [▼] [DISP CHANGE]

```
  CBA ELECTRONICS CO., LTD.
  MAYER RICK    (LONDON)01-4509131
  Sales Manager
  A.V. Products
  Unit 6, 1000 North Circular
▼ Road, London NW2 7JD
              BUSI CARD
```

[SHIFT] [AUTO DISP]

```
▲ MAYER RICK    (LONDON)01-4509131
  Sales Manager
  A.V. Products
  Unit 6, 1000 North Circular
  Road, London NW2 7JD
▼ 883446
              BUSI CARD
```

⋮

```
▲ 631-343-6969
              BUSI CARD
```

- In the above example, you can scroll the Employer Name Display if you omit operation of the [DISP CHANGE] key.

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Auto Sort Sequence

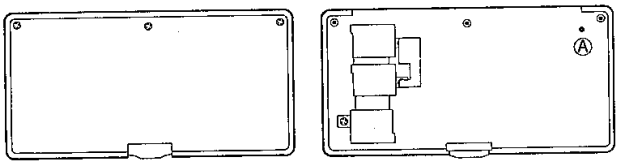
Telephone Directory data items are automatically sorted in alphabetical order according to the first letter entered for NAME.
Business Card Library data items are sorted according to the EMPLOYER entry. Data stored under each employer is further sorted according to personal names.

1	§	30	=	59	Z	88	y	117	ò	146	ã
2	!	31	>	60	[	89	z	118	ù	147	õ
3	"	32	?	61	\	90	{	119	â	148	ñ
4	#	33	@	62	]	91	}	120	ê	149	ij
5	$	34	A	63	^	92	~	121	î	150	æ
6	%	35	B	64	a	93	Á	122	ô	151	ç
7	&	36	C	65	b	94	É	123	û	152	å
8	'	37	D	66	c	95	Í	124	¿	153	ϕ
9	(	38	E	67	d	96	Ó	125	À	154	£
10	)	39	F	68	e	97	Ú	126	Ë	155	¥
11	*	40	G	69	f	98	À	127	Ï	156	Ω
12	+	41	H	70	g	99	È	128	Ö	157	ª
13	,	42	I	71	h	100	Î	129	Ü	158	º
14	−	43	J	72	i	101	Ò	130	Ã	159	×
15	.	44	K	73	j	102	Ù	131	Õ	160	÷
16	/	45	L	74	k	103	Â	132	Ñ	161	±
17	0	46	M	75	l	104	Ê	133	IJ	162	°
18	1	47	N	76	m	105	Î	134	Æ	163	²
19	2	48	O	77	n	106	Ô	135	Ç	164	³
20	3	49	P	78	o	107	Û	136	Å	165	μ
21	4	50	Q	79	p	108	¡	137	Φ	166	½
22	5	51	R	80	q	109	á	138	β	167	¼
23	6	52	S	81	r	110	é	139	¶	168	¾
24	7	53	T	82	s	111	í	140	¢	169	ƒ
25	8	54	U	83	t	112	ó	141	ä	170	|
26	9	55	V	84	u	113	ú	142	ë	171	Fr
27	:	56	W	85	v	114	à	143	ï	172	→
28	;	57	X	86	w	115	è	144	ö	173	←
29	<	58	Y	87	x	116	ì	145	ü	174	√

Resetting the SF-8000's Memory

Before describing the RESET operation, a note of **WARNING** — ***The following procedure will erase all data stored in memory, including marked data items. Be sure to perform the RESET operation only if you wish to clear all data.***

To reset the SF-8000's memory



1. Ensuring that the power is switched OFF, remove the back cover of the SF-8000 after removing the three screws that hold it in place.
2. Switch power ON, and press the button marked A in the diagram with thin, pointed object.
3. Replace the back cover and fasten it in place with the three screws.

- When you reset the SF-8000's memory, the Home Time automatically becomes the time for Washington, D.C., the time becomes 12:00 midnight, and the date becomes January 1, 1989.

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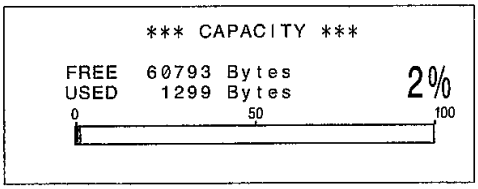
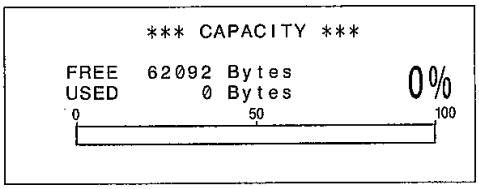
About the Memory Capacity Display

The Memory Capacity display tells you how much total memory is used for storage of Telephone Directory, Business Card Library, Memo, Calendar, and Schedule Keeper data. It also shows the percentage of total memory used, and how much total memory area remains.
Press the CAPA key to check the current memory capacity.



Following the memory reset operation, the display will appear as follows.



When the percentage of memory used reaches 100%, you will not be able to enter any more data into memory.

Data Input Error Table

Message	Meaning	Action
DATA ITEM NOT FOUND !	Text specified for search does not exist.	Correct or change specified text.
PASSWORD MISMATCH !	Wrong password entered.	Enter correct password.
MEMORY FULL !	No more room in memory for storage of data.	Delete unnecessary data items from memory.
DATA ERROR ! PLEASE RESET !	Abnormal data caused by strong impact, static electricity, etc.	Reset memory, erasing all memory contents.

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Using the Calculator Function

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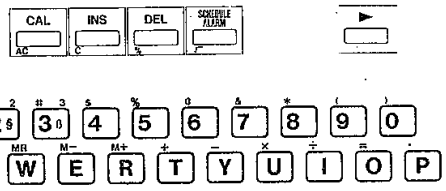
Performing General Calculations

Calculation keys



- Numeric keys and decimal key (0~9, .)
- Arithmetic operator keys (+, −, ×, ÷, =)
  Press these keys as they appear in the arithmetic operation, and press the = key to obtain the result.
- Root key (√)
  Use this key to obtain the square root of a value.
- Independent memory keys (M+, M−, MR, MC)
  M+ — Adds the displayed value to the independent memory.
  M− — Subtracts the displayed value from the independent memory.
  MR — Recalls the value stored in the independent memory to the display.
  MC — Clears the independent memory.
- Cut off key (▶)
  Cuts off the least significant (far right) digit of the displayed value.

Important

- Before beginning calculations, confirm that "0." is shown on the display, indicating that the SF-8000 is in the CAL mode.
- Be sure to monitor operation on the display as you perform key operations.

Making corrections in calculations

- If you press the wrong numeric key, press the C key and press the correct numeric key.
- If you press the wrong arithmetic operator key, simply press the correct key. This is true for all operator keys except the = key.

About errors

- An error is generated and the indicator "E" appears on the display if a calculation cannot be performed because it is out of range, etc.

Causes of errors

1. The number of digits in the mantissa of a intermediate or a final result exceeds 12 digits.
2. When the mantissa of a value in memory exceeds 12 digits.
   The SF-8000 automatically uses the last value that did not exceed 12 digits.
3. Division by 0.

- To clear an error, press the C key an proceed with the calculation, or press the AC key and start from the beginning.

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Calculation examples

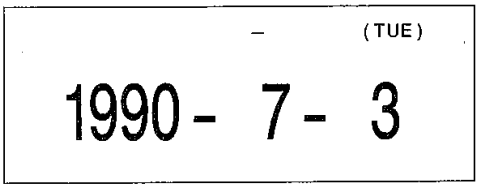
	AC		0.
53 + 123 − 63 =	53 + 123 − 63 =		113.
963 × (23 − 56) =	23 − 56 × 963 =		−31'779.
(56 × 3 − 89) ÷ 5.2 + 63 =	56 × 3 − 89 ÷ 5.2 + 63 =		78.1923076923
123456 × 741852 =	123456 × 741852 =		91'586'080'512.
√3 × 5 =	3 √ × 5 =		8.6602540378
12 + 23 =	23 + + 12 =	K+	35.
45 + 23 =	45 =	K+	68.
78 + 23 =	78 =	K+	101.
7 − 5.6 =	5.6 − − 7 =	K−	1.4
2 − 5.6 =	2 =	K−	−3.6
2.3 × 12 =	12 × × 2.3 =	K×	27.6
4.5 × 12 =	4.5 =	K×	54.
45 ÷ 9.6 =	9.6 ÷ ÷ 45 =	K÷	4.6875
78 ÷ 9.6 =	78 =	K÷	8.125
12% of 1500	1500 × 12 %		180.
Percentage of 660 against 880	660 ÷ 880 %		75.
15% add-on of 2500	2500 × 15 % +		2'875.
25% discount of 3500	3500 × 25 % −		2'625.
What will the selling price and profit be when the purchasing price of an item is $480 and the profit rate to the selling price is 25%?	480 + 25 % −		640. 160.
If you made $80 last week and $100 this week, what is the percent increase?	100 − 80 %		25.
80 × 9 = 720 −) 50 × 6 = 300 20 × 3 = 60 480	MC 80 × 9 M+ 50 × 6 M− 20 × 3 M+ MR	M M M M	720. 300. 60. 480.

Performing Date Calculations

Date calculations can be performed in the range of January 1, 1901, through December 31, 2099.
Calculations that exceed this range result in an error ("E" displayed).

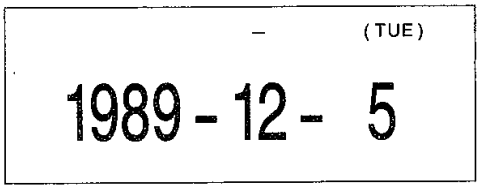
Example: Determine how many days there are from December 5, 1989 to July 3, 1990.

CAL
1990 DATE **7** DATE **3** −

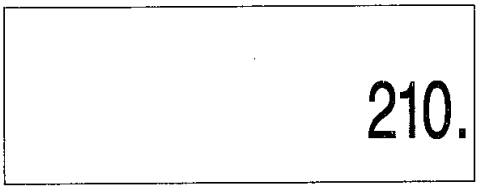


• For 20th century years, you only need to enter the final two digits.

89 DATE
12 DATE **5** DATE



=



The result is 210 days.

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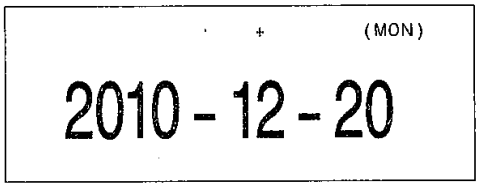
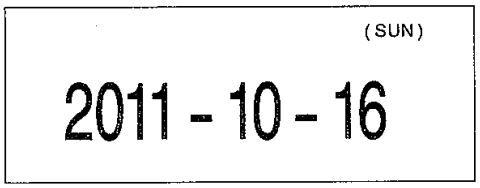
Example: Determine the date that is 300 days from December 20, 2010.

AC **2010** DATE
12 DATE **20** +



• For 21st century years, you must enter all four digits.

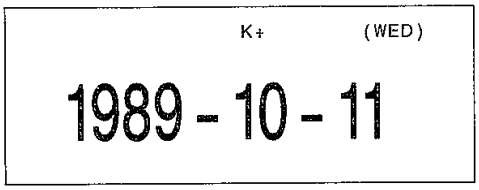
300 =



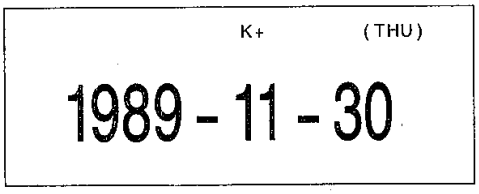
The result is October 16, 2011.

Example: Determine the dates 50, 100, and 150 days from October 11, 1989 (using a constant).

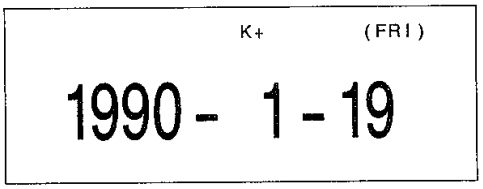
89 DATE **10** DATE
11 + +



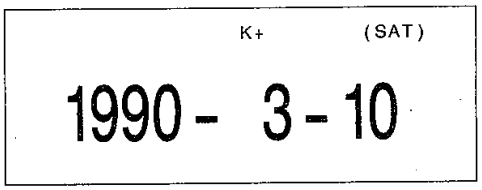
50 =



100 =

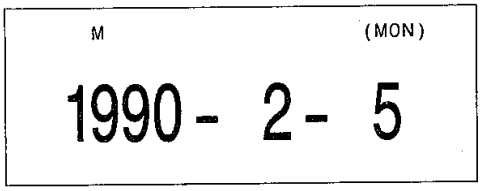


150 =

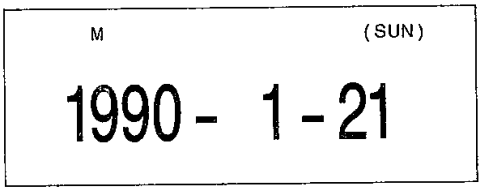


Example: Determine the dates 15, 30, and 45 days before February 5, 1990 (using the memory).

AC MC **90**
DATE **2** DATE **5** M+



− **15** =



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MR − 30 =

M (SAT)

1990 - 1 - 6

MR − 45 =

M (FRI)

1989 - 12 - 22

Using the Data Communication Function

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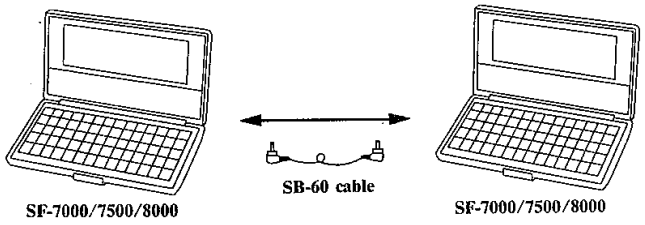
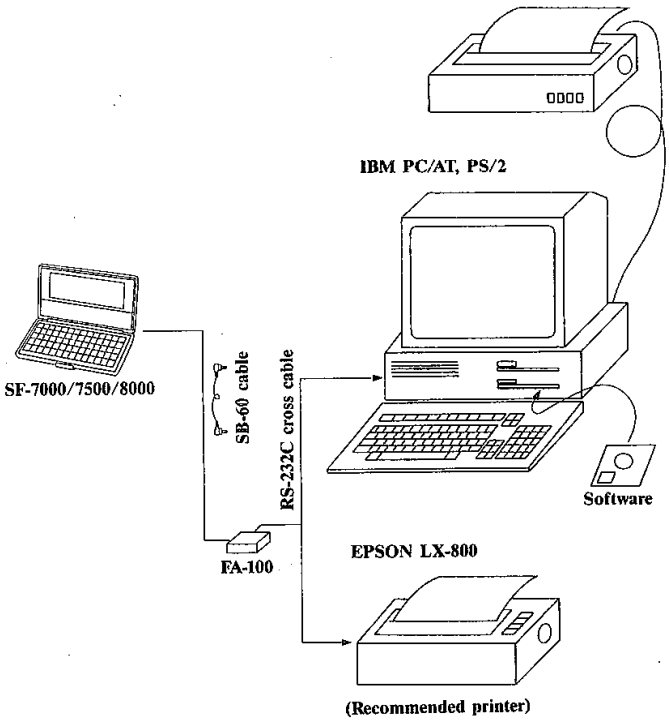
About the Data Communication Function

Using the accessory SB-60 cable that comes with your SF-8000, you can connect two SF-8000 units together and transfer data between them. You can connect two SF-8000 units, an SF-8000 unit with an SF-7000 unit or an SF-8000 unit with an SF-7500 unit.



Also available from your Casio dealer is the optional FA-100 Interface Unit which makes it possible to connect your SF-8000 to a personal computer (IBM PC/AT, PS/2) or a printer (EPSON LX-800, using #8143 serial interface). The FA-100 Interface Unit also comes complete with a floppy disk that contains software utilities that gives your personal computer the ability to handle SF-8000 data. This software also makes it possible to transfer Lotus 1-2-3 data from your personal computer to the SF-8000.



For full details on transferring data via the FA-100 Interface Unit, see the Owner's Manual that comes with the FA-100.

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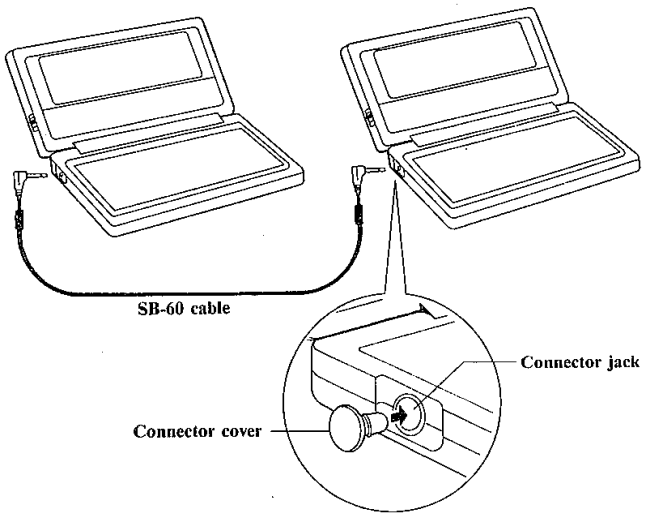
Connecting Two SF-8000 Units

You can connect two SF-8000 units, an SF-8000 unit with an SF-7000 unit or an SF-8000 unit with an SF-7500 unit using the accessory SB-60 cable.

To connect two SF-8000 units

1. First, ensure that the power of the two SF-8000 units being connected is switched OFF.
2. Remove the connector covers from the connector jacks of the two SF-8000 units.
- Be careful not to lose the connector covers. They should be replaced in the connector jacks whenever the SB-60 cable is disconnected.
3. Connect the two units using the SB-60 cable.



To connect a SF-8000 with a personal computer

1. First, ensure that the power of the SF-8000 unit and the personal computer is switched OFF.
2. Connect the personal computer to the FA-100 Interface Unit, using an RS-232C cross cable.
- If you are connecting to an IBM PC/AT, use a 9-pin cable. For an IBM PS/2, use a 25-pin cable.
3. Remove the connector cover from the connector jack of the SF-8000.
- Be careful not to lose the connector cover. It should be replaced in the connector jack whenever the SB-60 cable is disconnected.
4. Connect the SF-8000 to the FA-100 Interface Unit using the accessory SB-60 cable.
5. Switch the power of the personal computer ON, followed by the FA-100 Interface Unit, and then the SF-8000.

- When data transfer operations are complete, switch power off in the sequence: SF-8000, FA-100 Interface Unit, and then personal computer. Next, disconnect the units.

The following are the hardware requirements when transferring data from the SF-8000 to an IBM computer via the FA-100 interface unit.

1. IBM PC/AT or PS/2
2. At least 512K byte RAM
3. EGA or VGA built in (depending on CRT used)
4. At least 256K byte graphic memory
5. RS-232C adaptor
6. When using a PS/2, RS-232C cross cable (25-pin↔25-pin)
7. When using an PC/AT, a conversion cable (9-pin female↔25-pin male) should be connected to the cross cable (6 above).

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To connect a SF-8000 with a printer

1. First, ensure that the power of the SF-8000 unit and the printer is switched OFF.
   Printer — EPSON LX-800, using #8143 serial interface.
2. Connect the printer to the FA-100 Interface Unit using an RS-232C cross cable.
3. Remove the connector cover from the connector jack of the SF-8000.

• Be careful not to lose the connector cover. It should be replaced in the connector jack whenever the SB-60 cable is disconnected.

4. Connect the SF-8000 to the FA-100 Interface Unit.
5. Switch the power of the FA-100 Interface Unit ON, followed by the printer, and then the SF-8000.

• When data transfer operations are complete, switch power off in the sequence: SF-8000, FA-100 Interface Unit, and then printer.
Next, disconnect the units.

Setting the Hardware Parameters

Before you can perform data communications, you must first set up certain hardware parameters to make sure that the two units are able to understand each other. The parameters of the send unit and the receive unit must be same for them to be able to communicate with each other.
There are three hardware parameters that must be set:

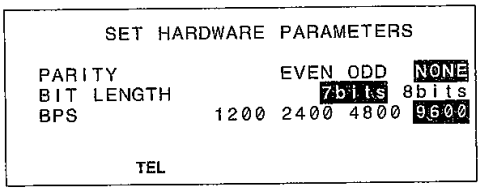
Parameter	Settings
PARITY	EVEN / ODD / NONE
BIT LENGTH	7 bits / 8 bits
BPS*	1200 / 2400 / 4800 / 9600

* Bits Per Second (baud rate or communication speed)

To set the hardware parameters

Let us say that we wish to set the hardware parameters for EVEN parity, a data bit length of 8 bits, and a baud rate of 4800.
While in the Calendar Display, Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the FUNCTION key followed by 4 to select "DATA COMMUNICATION".
Press 4 to select "SET HARDWARE PARAMETERS".

TEL FUNCTION
4 4



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The hardware parameters highlighted on the display are those that are currently selected. Note that the PARITY selection is flashing. Press the ◄ and ► cursor keys to change the current PARITY selection until EVEN is selected.

◄ ◄

```
SET HARDWARE PARAMETERS

PARITY              EVEN ODD  NONE
BIT LENGTH             7bits 8bits
BPS          1200 2400 4800 9600
```

Next, press the ▼ cursor key to move to the BIT LENGTH selection. Use ◄ and ► to select 8 bits.

▼ ►

```
SET HARDWARE PARAMETERS

PARITY              EVEN ODD  NONE
BIT LENGTH             7bits 8bits
BPS          1200 2400 4800 9600
```

Next, press the ▼ cursor key to move to the BPS selection. Use ◄ and ► to select 4800.

▼ ◄

```
SET HARDWARE PARAMETERS

PARITY              EVEN ODD  NONE
BIT LENGTH             7bits 8bits
BPS          1200 2400 4800 9600
```

Now press the SET key to register your hardware parameters and return to the "DATA COMMUNICATION" menu.

About Data Communications

Before actually getting into actual data communications, we should first define a few rules about how the SF-8000 conducts data communications. Generally, you will have a number of options when transferring data:

ONE DATA ITEM

This option sends a single selected Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper data item from one unit to the other.

MONTH

This option sends highlighted date data for a single selected month's Calendar Display.

MODE DATA ITEMS

This option sends all of the data items contained in the Telephone Directory, Business Card Library, or Memo Mode from one unit to the other.
In the Schedule Keeper, this option sends all of the schedule data stored for a specific period.
In the Calendar Display, this option sends highlighted date data for a specific period.

ALL DATA ITEMS

This option sends all Telephone Directory, Business Card Library, Memo Mode, Schedule Keeper and Calendar Display data stored in one unit to the other. Note that if the secret memory area of the SF-8000 is accessed during this operation, secret area data only are sent. Otherwise, open (non-secret) area data only are sent.

Note

You can exit from data communication menus by pressing the TEL, BUSINESS CARD, MEMO, SCHEDULE, CALENDAR or NEXT key.

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Setting up the Receive SF-8000 Unit

The following procedures describes how to set up a SF-8000 unit to receive data from another SF-8000 or from a personal computer.

To set up the receive SF-8000 unit

1. While in the Calendar Display, Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the [DATA I/O/OUT] key. At this time the indicator [IN] appears in the lower left of the display to indicate that the SF-8000 is ready for data input.
2. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears.

[TEL] [DATA I/O/OUT] [FUNCTION] [4]

```
1 TRANSMIT
2 RECEIVE
3 PRINT
4 SET HARDWARE PARAMETERS
                  -DATA COMMUNICATION-
[IN]          TEL
```

3. Press [2] to select "RECEIVE" and the following display appears to indicate that the SF-8000 is ready to receive data.

[2]

```
RECEIVE OK !

TO STOP PRESS [NEXT] KEY
```


- If the secret memory area (see page 133) is accessed, the data received is stored in the secret memory area.
- When transferring MODE DATA ITEMS or ALL DATA ITEMS, each data item is displayed on the receiving unit as it is received.
- When receipt of ONE DATA ITEM is complete, the received data item is shown on the display.
- When receipt of MODE DATA ITEMS is complete, the receiving unit enters the mode (Telephone Directory, Business Card Library, etc.) for the data items received.
- When receipt of ALL DATA ITEMS is complete, the receiving unit enters the mode which was last transferred.
- The following messages appear on the display of the receiving unit when a problem occurs during data communications. All data transferred up to display of the message is retained in memory, but data communication is terminated. If one of the following error messages appear, press the [TEL], [BUSINESS CARD], [MEMO], [SCHEDULE] or [CALENDAR] key to clear the error message. Then, take corrective action and try data communication again.

Message	Cause
STOPPED !	• [NEXT] key pressed on transmitting or receiving unit. • Memory area of receiving unit full.
TRANSMIT ERROR !	Cable connection broken or abnormal noise in cable.
MEMORY FULL !	Memory area of receiving unit full.

- When ONE DATA ITEM is sent from a computer to an SF-8000 unit, the computer returns to its initial display.
- After preparing the SF-8000 to receive data, it can receive data regardless of the mode of the transmitting unit.

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Transmitting Data

The procedures described in this section make it possible to send data from one SF-8000 to another. Some procedures differ slightly depending upon the type of data being sent.

To send all data items

1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. While the transmitting unit is in the Calendar Display, Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper, press the FUNCTION key followed by 4 to select "DATA COMMUNICATION", and the following menu appears.

TEL FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS
                  -DATA COMMUNICATION-
TEL
```

3. Press 1 to select "TRANSMIT" and the following menu appears.

1

```
1 ONE DATA ITEM
2 MODE DATA ITEMS
3 ALL DATA ITEMS

                              -TRANSMIT-
TEL
```


4. Press 3 to select "ALL DATA ITEMS", and the following display appears to confirm whether you wish to proceed.

3

```
TRANSMIT ALL DATA ITEMS ?


YES [SET] /NO [NEXT]
TEL
```

5. Press the SET key to proceed with the data transmission, or press NEXT if you wish to cancel.

SET

```
NOW TRANSMITTING !

TO STOP PRESS [NEXT] KEY
```

- Data are transmitted in the sequence of Telephone Directory data, Business Card Library data, Memo data, Schedule Keeper data and Calendar data.

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To send ONE DATA ITEM in the Telephone Directory, Business Card Library, or Memo Mode

Note that the procedures described below are performed while the initial display of the Telephone Directory, Business Card Library, or Memo Mode is shown, immediately after pressing the corresponding key to enter any of these modes.

Send the Memo data under the name "PRICE LIST (TAX FREE)".

1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. Press the [MEMO] key of the transmitting unit to enter the Memo Mode.
3. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[MEMO] [FUNCTION] [4]

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                -DATA COMMUNICATION-
                        MEMO
```

4. Press [1] to select "TRANSMIT" and the following menu appears on the display.

[1]

```
1 ONE DATA ITEM
2 MODE DATA ITEMS
3 ALL DATA ITEMS

                        -TRANSMIT-
                        MEMO
```


5. Press [1] to select "ONE DATA ITEM" and a message appears on the display to ask you what data item you wish to transmit.

[1]

```
SEARCH FOR ?

                        -TRANSMIT-
                        MEMO
```

6. Scroll through the Index Display until the name of the Memo you wish to send is at the top, and then press the [DISP CHANGE] key to change to the Data Display.

[▼] [▼] [DISP CHANGE]

```
PRICE LIST (TAX FREE)
Perfume $200
Tie     $125
▶DRIVER'S LICENSE

▼ TRANSMIT ?      YES SET /NO NEXT
                        MEMO
```

7. Press the [SET] key to begin transmission of the displayed data item, or the [NEXT] key to return to the initial Memo Mode Display.

- You can interrupt data transmission by pressing the [NEXT] key.
- The display of the transmitted unit should appear as follows.

```
PRICE LIST (TAX FREE)
Perfume $200
Tie     $125
▶DRIVER'S LICENSE

▼ TRANSMIT ?      YES SET /NO NEXT
                        MEMO
```

- At this time you can search for another data item and press [SET] to transmit it, or you can exit the transmit function by pressing [NEXT].

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To send ONE DATA ITEM in the Schedule Keeper

Send the Schedule Keeper data for the "Discussion about B-PROJECT" on July 26.

1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. Press the [SCHEDULE] key of the transmitting unit to enter the Schedule Keeper.
3. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[SCHEDULE] [FUNCTION]
[4]

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                -DATA COMMUNICATION-
                                SCHED
```

4. Press [1] to select "TRANSMIT" and the following menu appears on the display.

[1]

```
1 ONE DATA ITEM
2 MODE DATA ITEMS
3 ALL DATA ITEMS

                                -TRANSMIT-
                                SCHED
```

5. Press [1] to select "ONE DATA ITEM" and the message "SEARCH FOR ?" appears on the display to ask you what data item you wish to transmit.

6. Enter the text that you wish to search for. If you make a mistake while entering text, press the [◄] or [►] key to move the cursor to the location of the mistake and make corrections.

[SHIFT] **DISCUSSION**
[SEARCH]

```
        1989- 7-26 (WED)
10:00A Discussion about B-PROJECT

TRANSMIT ?        YES [SET] /NO [NEXT]
                                SCHED      [SEARCH]
```

7. Press the [SET] key to begin transmission of the displayed data item, or the [NEXT] key to return to the Time Table Display for July 26.

- You can interrupt data transmission by pressing the [NEXT] key.
- After data item transmission is complete, the display will revert to that shown in Step 7 above.
- At this time you can select another data item and press [SET] to transmit it, or you can exit the transmit function by pressing [NEXT].

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To send one MONTH in the Calendar Display

Send the calendar for December 1989.

1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. Press the CALENDAR key of the transmitting unit to enter the Calendar Display.
3. Press the FUNCTION key followed by 4 to select "DATA COMMUNICATION", and the following menu appears on the display.

CALENDAR FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
```

4. Press 1 to select "TRANSMIT" and the following menu appears on the display.

1

```
1 MONTH
2 MODE DATA ITEMS
3 ALL DATA ITEMS

                              -TRANSMIT-
```

5. Press 1 to select "MONTH" and a calendar appears on the display.

1

```
   SU MO TU WE TH FR SA          TRANSMIT ?
1     1  2  3  4  5  6
   7  8  9 10 11 12 13          YES [SET]
  14 15 16 17 18 19 20                /
  21 22 23 24 25 26 27          NO [NEXT]
  28 29 30 31
              - 1990 -
```


6. Scroll through the Calendar Display until the calendar you wish to send is displayed.

▲

```
   SU MO TU WE TH FR SA          TRANSMIT ?
12                 1  2
    3  4  5  6  7  8  9
   10 11 12 13 14 15 16          YES [SET]
   17 18 19 20 21 22 23                /
   24 25 26 27 28 29 30          NO [NEXT]
   31
              - 1989 -
```

7. Press the SET key to begin transmission of the displayed calendar, or the NEXT key to return to the Calendar display for the month selected in Step 6.

- You can interrupt data transmission by pressing the NEXT key.
- After data item transmission is complete, the display in Step 7 will reappear.
- At this time you can select another calendar for and press SET to transmit it, or you can exit the transmit function by pressing NEXT.

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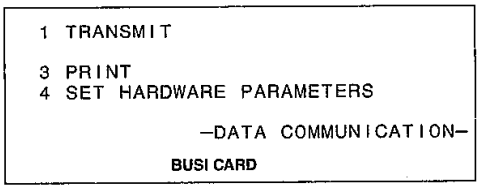
To send MODE DATA ITEMS in the Telephone Directory, Business Card Library, or Memo Mode

Send all data items stored in the Business Card Library.

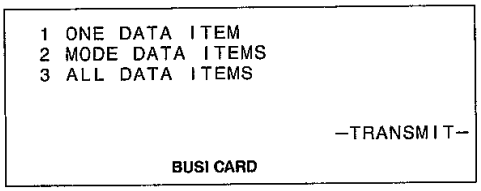
1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. Press the [BUSINESS CARD] key of the transmitting unit to enter the Business Card Library.
3. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[BUSINESS CARD] [FUNCTION] [4]



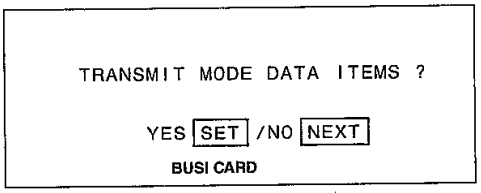
4. Press [1] to select "TRANSMIT" and the following menu appears on the display.

[1]



5. Press [2] to select "MODE DATA ITEMS" and a message appears on the display to confirm whether or not you wish to transmit the data items.

[2]



6. Press the [SET] key to begin transmission of the displayed data item, or the [NEXT] key to return to the "DATA COMMUNICATION" menu.

- You can interrupt data transmission by pressing the [NEXT] key.
- After data item transmission is complete, the transmitting and receiving unit will be in the Business Card Library.

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To send MODE DATA ITEMS for a specific period in the Schedule Keeper

Send all data items stored in the Schedule Keeper from July 1, 1989 through July 31.

1. First, confirm that the message "RECEIVE OK !" is shown on the display of the receiving unit.
2. Press the SCHEDULE key of the transmitting unit to enter the Schedule Keeper, and enter the starting date (July 1, 1989) to recall its Timetable Display.
3. Press the FUNCTION followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

SCHEDULE SHIFT CLEAR **89** DATE
7 DATE **1** DATE FUNCTION [4]

```
 1 TRANSMIT

 3 PRINT
 4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
                                SCHED
```

4. Press [1] to select "TRANSMIT" and the following menu appears on the display.

[1]

```
 1 ONE DATA ITEM
 2 MODE DATA ITEMS
 3 ALL DATA ITEMS


                          -TRANSMIT-
                                SCHED
```


5. Press [2] to select "MODE DATA ITEMS" and a message appears on the display to ask you up to what date you wish to send Schedule Keeper data.

[2]

```
    *** MODE DATA TRANSMIT ***
FROM:              1989- 7- 1 (SAT)

TO YEAR ?           _


                                SCHED
```

6. Enter the ending date (July 31, 1989), and press the SET key to begin transmission, or the NEXT key to return to the "DATA COMMUNICATION" menu.

89 DATE **7**
DATE **31** DATE

```
    *** MODE DATA TRANSMIT ***
FROM:              1989- 7- 1 (SAT)

  TO:              1989- 7-31 (MON)

TRANSMIT ?      YES [SET] /NO [NEXT]
                                SCHED
```

- You can interrupt data transmission by pressing the NEXT key.
- After data item transmission is complete, the display of the transmitting and receiving units will show the Time Table Display of the ending date specified in Step 6 above.
- Even if the starting date you specify is chronologically after the ending date (from October 31, 1989 through October 1, 1989, for example), the SF-8000 still transmits the data starting from October 1 and ending with October 31.

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To send MODE DATA ITEMS for a specific period in the Calendar Display

Send highlighted date data from January through December 1989.

1. First, confirm that the message "RECEIVE OK!" is shown on the display of the receiving unit.
2. Press the CALENDAR key of the transmitting unit to enter the Calendar Display, and display the starting calendar (January 1989) on the left side of the display.

CALENDAR CLEAR
89 DATE 1
DATE CALENDAR

```
   SU MO TU WE TH FR SA      SU MO TU WE TH FR SA
1   1  2  3  4  5  6  7  2                  1  2  3  4
    8  9 10 11 12 13 14      5  6  7  8  9 10 11
   15 16 17 18 19 20 21     12 13 14 15 16 17 18
   22 23 24 25 26 27 28     19 20 21 22 23 24 25
   29 30 31                 26 27 28
                 - 1989 -
```

3. Press the FUNCTION key followed by 4 to select "DATA COMMUNICATION" and the following menu appears on the display.

FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS
                    -DATA COMMUNICATION-
```

4. Press 1 to select "TRANSMIT" and the following menu appears on the display.

1

```
1 MONTH
2 MODE DATA ITEMS
3 ALL DATA ITEMS

                              -TRANSMIT-
```


5. Press 2 to select "MODE DATA ITEMS" and a message appears on the display to ask you up to what date you wish to send highlighted data.

2

```
    *** MODE DATA TRANSMIT ***
FROM:              1989- 1
                       ↑
TO YEAR ?          _
```

6. Specify the ending month (December 1989), and press the SET key to begin transmission, or the NEXT key to return to the "DATA COMMUNICATION" menu.

89 DATE 12 DATE

```
    *** MODE DATA TRANSMIT ***
FROM:              1989- 1
                       ↑
  TO:              1989-12
TRANSMIT ?     YES [SET] /NO [NEXT]
```

- You can interrupt data transmission by pressing the NEXT key.
- After data item transmission is complete, the display returns to the display of the transmitting and receiving units show the last calendar transmitted on the left side.
- Even if the starting month you specify is chronologically after the ending month (from December 1989 through January 1989, for example), the SF-8000 still transmits the data starting from January and ending with December.

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Printing Data

You can connect the SF-8000 to a printer using the optional FA-100 interface unit and an RS-232C cross cable. As with data communications, you can select a variety of formats for printing data.

About printing

You have a number of options when printing data:

ONE DATA ITEM

This option lets you print a single selected Telephone Directory, Business Card Library, Memo Mode, or Schedule Keeper data item.

MONTH

This option lets you print a calendar for a single selected month.

MODE DATA ITEMS

This option lets you print all of the data items contained in the Telephone Directory, Business Card Library, or Memo Mode.
In the Schedule Keeper, this option prints all of the schedule data stored for a specific period.
In the Calendar Display, this option prints the calendars for a specific period.

Printing Error Messages

If one of the following error messages appears during printing, press the [TEL], [BUSINESS CARD], [MEMO], [SCHEDULE] or [CALENDAR] key to clear the error message. Then, take corrective action and try printing again.

Message	Meaning	Action
STOPPED !	Printing stopped manually.	Print again.
PRINT ERROR !	Connection between SF-8000 and unit broken, or noise in the line.	Check that connections are secure and print again.

To print ONE DATA ITEM in the Telephone Directory, Business Card Library, or Memo Mode

Print the Telephone Directory data for Emily Jackson.

1. Press the [TEL] key to enter the Telephone Directory.
2. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[TEL] [FUNCTION] [4]

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
TEL
```

3. Press [3] to select "PRINT" and the following menu appears on the display.

[3]

```
1 ONE DATA ITEM
2 MODE DATA ITEMS




                                -PRINT-
TEL
```


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4. Press [1] to select "ONE DATA ITEM" and a message appears on the display to ask you what data item you wish to print.

[1]

```
SEARCH FOR ?

                    -PRINT-
TEL
```

5. Enter the name you wish to search for, and when it appears in the first line of the Index Display, press the [DISP CHANGE] key to change to the Data Display.

[CAPS] **JACKSON** [SEARCH]
[DISP CHANGE]

```
JACKSON EMILY          222-228-8227
570 Casio Avenue, Seattle, WA

PRINT ?          YES [SET] /NO [NEXT]
[CAPS] TEL                      [SEARCH]
```

6. Press the [SET] key to begin printing of the displayed data item, or the [NEXT] key to return to the initial Telephone Directory Display. During printing, the message "NOW PRINTING! TO STOP PRESS [NEXT] KEY" will appear.

- You can interrupt printing by pressing the [NEXT] key.
- After printing is complete, the display will return to that shown in Step 6 above.
- At this time you can select another data item for printing and press [SET], or you can exit the printing function by pressing [NEXT].

To print ONE DATA ITEM in the Schedule Keeper

Print the Schedule Keeper data for the "Department Meeting" on July 26.

1. Press the [SCHEDULE] key to enter the Schedule Keeper.
2. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[SCHEDULE] [FUNCTION] [4]

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

              -DATA COMMUNICATION-
                          SCHED
```

3. Press [3] to select "PRINT" and the following menu appears on the display.

[3]

```
1 ONE DATA ITEM
2 MODE DATA ITEMS

                    -PRINT-
                SCHED
```

4. Press [1] to select "ONE DATA ITEM" and the message "SEARCH FOR" appears on the display to ask you what data item you wish to print.
5. Enter the text that you wish to search for. If you make a mistake while entering text, press the [◄] or [►] key to move the cursor to the location of the mistake and make corrections.

[SHIFT] **DEPARTMENT**
[SEARCH]

```
          1989- 7-26 (WED)
1:00P Department Meeting
  |     (Room 105)
3:00P
PRINT ?          YES [SET] /NO [NEXT]
                          SCHED  [SEARCH]
```


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6. Press the SET key to begin printing of the displayed data item, or the NEXT key to return to the Time Table Display for July 26. During printing, the message "NOW PRINTING ! TO STOP PRESS NEXT KEY" will appear.

- You can interrupt data printing by pressing the NEXT key.
- After data item printing is complete, the display returns to the Time Table Display in Step 5.
- At this time you can select another data item and press SET to print it, or you can exit the print function by pressing NEXT.

To print one MONTH in the Calendar Display

Print the calendar for December 1989.

1. Press the CALENDAR key to enter the Calendar Display.
2. Press the FUNCTION key followed by 4 to select "DATA COMMUNICATION", and the following menu appears on the display.

CALENDAR FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
```

3. Press 3 to select "PRINT" and the following menu appears on the display.

3

```
1 MONTH
2 MODE DATA ITEMS




                              -PRINT-
```


4. Press 1 to select "MONTH" and a calendar appears on the display.

1

```
   SU MO TU WE TH FR SA                PRINT ?
1     1  2  3  4  5  6
   7  8  9 10 11 12 13          YES [SET]
  14 15 16 17 18 19 20                 /
  21 22 23 24 25 26 27          NO [NEXT]
  28 29 30 31
                - 1990 -
```

5. Scroll through the Calendar Display until the calendar you wish to print is displayed.

▼

```
   SU MO TU WE TH FR SA                PRINT ?
12                   1  2
   3  4  5  6  7  8  9          YES [SET]
  10 11 12 13 14 15 16                 /
  17 18 19 20 21 22 23          NO [NEXT]
  24 25 26 27 28 29 30
  31
                - 1989 -
```

6. Press the SET key to begin printing of the displayed calendar, or the NEXT key to return to the Calendar display.

- You can interrupt data printing by pressing the NEXT key.
- After data item printing is complete, the display returns to that shown in Step 6 above.
- At this time you can select another calendar and press SET to print it, or you can exit the print function by pressing NEXT.

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To print MODE DATA ITEMS in the Telephone Directory, Business Card Library, or Memo Mode

Print all data items stored in the Business Card Library.

1. Press the BUSINESS CARD key to enter the Business Card Library.
2. Press the FUNCTION key followed by 4 to select "DATA COMMUNICATION", and the following menu appears on the display.

BUSINESS CARD FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
BUSI CARD
```

3. Press 3 to select "PRINT" and the following menu appears on the display.

3

```
1 ONE DATA ITEM
2 MODE DATA ITEMS

                                -PRINT-
BUSI CARD
```

4. Press 2 to select "MODE DATA ITEMS" and a message appears on the display confirm whether or not you wish to print the data items.

2

```
PRINT MODE DATA ITEMS ?

YES [SET] /NO [NEXT]
BUSI CARD
```


5. Press the SET key to begin printing of the displayed data item, or the NEXT key to return to the "DATA COMMUNICATION" menu. During printing, the message "NOW PRINTING ! TO STOP PRESS [NEXT] KEY" will appear.

- You can interrupt data printing by pressing the NEXT key.

To print MODE DATA ITEMS for a specific period in the Schedule Keeper

Print all data items stored in the Schedule Keeper from July 1, 1989 through July 31.

1. Press the SCHEDULE key to enter the Schedule Keeper, and enter the starting date (July 1, 1989) to recall its Timetable Display.
2. Press the FUNCTION followed by 4 to select "DATA COMMUNICATION", and the following menu appears on the display.

SCHEDULE SHIFT CLEAR 89 DATE
7 DATE 1 DATE FUNCTION 4

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                  -DATA COMMUNICATION-
SCHED
```

3. Press 3 to select "PRINT" and the following menu appears on the display.

3

```
1 ONE DATA ITEM
2 MODE DATA ITEMS

                                -PRINT-
SCHED
```


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4. Press [2] to select "MODE DATA ITEMS" and a message appears on the display to ask you up to what date you wish to print Schedule Keeper data.

[2]

```
    *** MODE DATA PRINT ***
FROM:              1989- 7- 1 (SAT)

TO YEAR ?          _

                              SCHED
```

5. Enter the ending date (July 31, 1989), and press the [SET] key to begin printing, or the [NEXT] key to return to the "DATA COMMUNICATION" menu.

89 [DATE] **7** [DATE] **31** [DATE]

```
    *** MODE DATA PRINT ***
FROM:              1989- 7- 1 (SAT)

  TO:              1989- 7-31 (MON)

PRINT ?        YES [SET] /NO [NEXT]
                              SCHED
```

- You can interrupt data printing by pressing the [NEXT] key.
- After printing is complete, the display will show the Time Table Display of the ending date specified in Step 5 above.
- Even if the starting date you specify is chronologically after the ending date (from October 31, 1989 through October 1, 1989, for example), the SF-8000 still prints the data starting from October 1 and ending with October 31.

To print MODE DATA ITEMS for a specific period in the Calendar Display

Print all of the calendars from January through December 1989.

1. Press the [CALENDAR] key to enter the Calendar Display, and display the starting calendar (January 1989) on the left side of the display.

[CALENDAR] [CLEAR]
89 [DATE] **1** [DATE] [CALENDAR]

```
   SU MO TU WE TH FR SA        SU MO TU WE TH FR SA
1   1  2  3  4  5  6  7    2                 1  2  3  4
    8  9 10 11 12 13 14        5  6  7  8  9 10 11
   15 16 17 18 19 20 21       12 13 14 15 16 17 18
   22 23 24 25 26 27 28       19 20 21 22 23 24 25
   29 30 31                   26 27 28
              - 1989 -
```

2. Press the [FUNCTION] key followed by [4] to select "DATA COMMUNICATION", and the following menu appears on the display.

[FUNCTION] [4]

```
1 TRANSMIT

3 PRINT
4 SET HARDWARE PARAMETERS

                    -DATA COMMUNICATION-
```

3. Press [3] to select "PRINT" and the following menu appears on the display.

[3]

```
1 MONTH
2 MODE DATA ITEMS


                              -PRINT-
```


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4. Press [2] to select "MODE DATA ITEMS" and a message appears on the display to ask you up to what month you wish to print Calendar display.

[2]

```
    *** MODE DATA PRINT ***
FROM:              1989– 1
                      ≀
TO YEAR ?              _
```

5. Specify the ending calendar (December 1989), and press the [SET] key to begin printing, or the [NEXT] key to return to the "DATA COMMUNICATION" menu.

89 [DATE] **12** [DATE]

```
    *** MODE DATA PRINT ***
FROM:              1989– 1
                      ≀
  TO:              1989–12
PRINT ?          YES [SET] /NO [NEXT]
```

- You can interrupt data printing by pressing the [NEXT] key.
- After data item printing is complete, the display will show the calendar of the ending month specified in Step 5 above.
- Even if the starting month you specify is chronologically after the ending month (from December 1989 through January 1989, for example), the SF-8000 still prints the data starting from January and ending with December.

Specifications

Model: SF-8000

Data storage:

Telephone/business card/memo/schedule data storage/recall, calendar display, marker, letter memory, secret area, editing, capacity display, auto display

Clock:

Average of accuracy ± 3 seconds per day under normal temperatures; world-time, schedule alarm, daily alarm

Calculation:

12-digit arithmetic calculations, constants for +/−/×/÷, independent memory, percentages, square roots, 24-digit approximations, date calculations, other mixed calculations

General:

Display element: 32-column × 6-line LCD
Memory capacity: 64KB (62,092 bytes)
Main component: LSI
Power supply: 3 lithium batteries (CR2025)
Power consumption: 0.1W
Battery life: Approximately 85 hours
Auto power off: Approximately 6 minutes after last key operation
Operating temperature: 0°C ~ 40°C (32°F ~ 104°F)
Dimensions:
Unfolded: 3/8"H × 6 3/8"W × 6 1/2"D (11H × 162W × 160mmD)
Folded: 7/8"H × 6 3/8"W × 3 1/4"D (22H × 162W × 80mmD)
Weight: 10.6 oz (300g)

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Menu Table

A menu appears each time you press the FUNCTION key. The options contained in each menu depends on whether you are inputting or outputting data, as well as the mode that the unit is in.

Mode	IN/OUT	Display Type	Menu
Telephone Directory	IN	Initial Display	1 UNMARKED DATA ITEM DELETE 2 MESSAGE EDIT (FREE 1~6) 4 DATA COMMUNICATION 6 SOUND
		•Index Display •Data Display	1 DATA ITEM EDIT 2 INDIVIDUAL DATA ITEM DELETE 3 DATA ITEM COPY 4 DATA ITEM TO SECRET AREA 6 SOUND
	OUT	Initial Display	4 DATA COMMUNICATION 6 SOUND
		•Index Display •Data Display	6 SOUND
	IN/OUT	Character input	6 SOUND
Business Card Library	IN	Initial Display	1 UNMARKED DATA ITEM DELETE 2 MESSAGE EDIT (FREE 1~6) 3 MULTIPLE DATA ITEM EDIT 4 DATA COMMUNICATION 6 SOUND
		Employer Name Display	6 SOUND
		•Name/ Number Display •Data Display	1 DATA ITEM EDIT 2 INDIVIDUAL DATA ITEM DELETE 3 DATA ITEM COPY 4 DATA ITEM TO SECRET AREA 6 SOUND

Mode	IN/OUT	Display Type	Menu
	OUT	Initial Display	4 DATA COMMUNICATION 6 SOUND
		•Employer Name Display •Name/ Number Display •Data Display	6 SOUND
	IN/OUT	Character input	6 SOUND
Memo	IN	Initial Display	1 UNMARKED DATA ITEM DELETE 4 DATA COMMUNICATION 6 SOUND
		•Index Display •Data Display	1 DATA ITEM EDIT 2 INDIVIDUAL DATA ITEM DELETE 3 DATA ITEM COPY 4 DATA ITEM TO SECRET AREA 6 SOUND
	IN/OUT	Character input	6 SOUND
	OUT	Initial Display	4 DATA COMMUNICATION 6 SOUND
		Data Display	6 SOUND
Calendar	IN	Calendar Display	1 MULTIPLE MONTH HIGHLIGHT CLEAR 2 ONE-MONTH HIGHLIGHT CLEAR 4 DATA COMMUNICATION 6 SOUND
		Date flashing	1 MULTIPLE MONTH HIGHLIGHT CLEAR 2 ONE-MONTH HIGHLIGHT CLEAR 4 DATA COMMUNICATION 6 SOUND

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Mode	IN/OUT	Display Type	Menu
	IN/OUT	•Number of working date calculation •Date input	6 SOUND
	OUT	•Calendar Display •Date flashing	4 DATA COMMUNICATION 6 SOUND
Schedule Keeper	IN	Timetable Display	1 UNMARKED DATA ITEM DELETE 4 DATA COMMUNICATION 6 SOUND
		Data Display	1 DATA ITEM EDIT 2 INDIVIDUAL DATA ITEM DELETE 3 DATA ITEM COPY 4 DATA ITEM TO SECRET AREA 5 DATE CHANGE 6 SOUND
	IN/OUT	•Time date input •Data input	6 SOUND
	OUT	Timetable Display	4 DATA COMMUNICATION 6 SOUND
		Data Display	6 SOUND
Home Time	IN	Home Time Display	1 HOME TIME SET 2 HOME TIME CITY CHANGE 3 12/24 HOURS 5 DAYLIGHT SAVING TIME SET/RESET 6 SOUND
		Alarm Time Display	1 ALARM TIME SET 6 SOUND
	OUT	Home Time Display	3 12/24 HOURS 5 DAYLIGHT SAVING TIME SET/RESET 6 SOUND
		Alarm Time display	6 SOUND

Mode	IN/OUT	Display Type	Menu
World Time	IN/OUT		2 WORLD TIME CITY CHANGE 5 DAYLIGHT SAVING TIME SET/RESET 6 SOUND
Secret	IN	Password display	1 DATA ITEM EDIT 6 SOUND
		Password edit	6 SOUND
	IN/OUT	Character input	6 SOUND
	OUT	Password display	6 SOUND

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Index

A

Adjusting display contrast 21
Alarm
  Schedule alarm
    Canceling 118
    Checking 116
    ON and OFF 117
    Setting 114
  Daily alarm
    ON and OFF 126
    Setting 125
Auto Power OFF 12
Auto sort sequence 166

B

Batching edit multiple data items 147

C

Calculation
  Date 175
  General 172
CAPS key 24
CODE key 25
Connecting
  Two SF-8000 units 182
  SF-8000 with a personal computer 183
  SF-8000 with a printer 184
Cursor 20, 23
Current time 123

D

Data communication 187
Data input error 169
Daylight saving time 130
Deleting character 25
Deleting data items
  Individual 154
  Unmarked 155
Display
  Employer Name Display 53
  Calendar display markers 91
  Data Display 33, 53, 69, 92
  Index Display 33, 69
  Name/Number Display 53
  Timetable Display 92
Displaying a calendar
  Calendar display specification 83
  CAL mode specification 82
  Current date's calendar 81

E

Editing entry names 150
Entering data into the Schedule Keeper 98
Entering the Schedule Keeper
  CAL mode specification 95
  Date specification 94
  Selection from the Calendar 95
  Sequential selection 97

F

FA-100 180, 181, 183, 184

H

Hardware parameters 185
Highlighting
  Highlighting 87
  Clearing
    From an entire months 88
    From a series of months 88
Home Time 121

I

Inserting a memo between two existing memos 78
Inserting character 25

K

Keys 14
Key functions 15
Key identification chart 18

M

Mark
  Assign 131
  Marking an existing data item 144
  Unmarking 132
Memory capacity 168

O

127 cities 119

P

Password 133
Printing
  MODE DATA ITEMS
    Business Card Library 210
    Calendar Display 213
    Memo Mode 210
    Schedule Keeper 211
    Telephone Directory 210
  MONTH 208
  ONE DATA ITEM
    Business Card Library 205
    Memo Mode 205
    Schedule Keeper 207
    Telephone Directory 205

R

Recalling data
  Business Card Library
    Combined Search 62
      Direct Combined 62
      Random Combined 64
    Direct Search 59
    Index Search 56
    Random Search 60
  Letter Memory 140
  Memo
    Direct Search 73
    Index Search 71
    Random Search 75
    Sequential Search 76
  Secret area 136

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Schedule Keeper
Calendar Search 106
Date Search 104
Direct Search 107
Text 107
Time 108
Random Search
Text 110
Time 112
Telephone Directory
Combined Search 40
Direct Combined 40
Random Combined 41
Direct Search 37
Index Search 35
Random Search 39
Sequential Search 43
Replacing character 26
Reset 167
RS-232C cross cable 181, 183, 184

S

SB-60 cable 180, 181, 182, 183, 184
Secret area 133
Selecting a date
Entering a value 86
Using the cursor keys 85
Setting up the recieve unit 188
SHIFT key 24
Storage capacity 12
Storing data
Business Card Library 46
Letter Memory 138
Memo Mode 66
Telephone Directory 28
Symbols 20

T

Transferring data
Open area to secret area 159
Secret area to open area 161
Transmitting data
All data items 190
MODE DATA ITEMS
Business Card Library 198
Calendar Display 202
Memo Mode 198
Schedule Keeper 200
Telephone Directory 198
MONTH 196
ONE DATA ITEM
Business Card Library 192
Memo Mode 192
Schedule Keeper 194
Telephone Dirctory 192
12-hour and 24-hour 127

W

Working day 89
World Time 128

GUIDELINES LAID DOWN BY FCC RULES FOR USE OF THE UNIT IN THE U.S.A. (not applicable to other areas).

WARNING: This equipment generates and uses radio frequency energy and if not installed and used properly, that is, in strict accordance with the manufacturer's instructions, may cause interference to radio and television reception. It has been type tested and found to comply with the limits for a Class B computing device in accordance with the specifications in Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause 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 the receiving antenna
- ....relocate the computer with respect to the receiver
- ....move the computer away from the receiver
- ....plug the computer into a different outlet so that computer and receiver are on different branch circuits.

If necessary, the user should consult the dealer or an experienced radio/television technician for additional suggestions. The user may find the following booklet prepared by the Federal Communications Commission helpful:

"How to Identify and Resolve Radio-TV Interference Problems" This booklet is available from the US Government Printing Office, Washington D.C., 20402, Stock No.004-000-00345-4.

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