







**MOTOROLA**

## WordTrek Plus™ Quick Guide

### Setup

1. Remove the battery door by inserting a small tool in the hole above the  icon. Then gently press down while sliding the door over .
2. Install four AA alkaline batteries. Replace the battery door.
3. Connect a telephone line from the jack marked with the **Line Icon** to a telephone wall outlet. 
4. Share a telephone line on the same line by connecting a second telephone line from the jack marked with the **Phone Icon** to a telephone. 

### Adding a directory entry

A directory entry is a person's name and paging information stored in memory. *The grey boxes below, represent the WordTrek Plus display screen.*

1. Press the **SETUP** key to access the **Paging Directory**.

```

SETUP:
Paging Directory  ↓

```

2. Press the **ENTER** key to select.

```

Type Name, or ↑↓ to
search

```

3. Type the directory entry name and press the **ENTER** key.

```

01: TIM HART
Press ↓ to select

```

4. Type the person's system number and press the **ENTER** key.

```

01: 1800PAGEALL
Type System Number

```

The system number is the paging service modem telephone number.

5. Type the person's pager identification number (PIN).

```

01: 3334567
Type PIN Number

```

6. Press the **ENTER** key to save the directory entry.

```

DIRECTORY ENTRY SAVED

```

Repeat steps 3-6 to save more directory entry names.

7. Press the **ESC** key when you are finished.

```

          READY
9:30 AM      6/11/96

```

**Note:** In some office settings you must dial a "9" to obtain an outside line. Remember to add this prefix followed by a comma when you save the system number. Also, see Dialing prefix in the User's Manual for more information

### Adding a Group name

*The grey boxes below, represent the WordTrek Plus display screen.*

1. Press the **SETUP** key and use the **DOWN-ARROW** key to find **Group Paging**.

```

SETUP:
Group Paging      ↓

```

2. Press the **ENTER** key to access **Group Paging**.

```

Type Group Name, or ↑↓
to search

```

3. Type the group name that you have chosen and press the **ENTER** key.

```

SALES
Press ↓ to select

```

4. Type the member name that you want to assign to the group. The member name is a directory entry that has been saved in memory.

```

01: TIM HART
Press ↓ to select

```

5. Press the **ENTER** key to assign the name to the group.

```

TIM HART added
to sales

```

Repeat steps 4-5 to assign more directory entry names to the group.

6. Press the **ESC** key when you are finished.

```
READY
9:30 AM      6/11/96
```

---

### Sending a page

*The grey boxes below, represent the WordTrek Plus display screen.*

1. Press the **PAGE** key.

```
Type Name, or ↑↓ to
search, ↵ to manual page
```

2. Type the directory name or the group name that you want to page.

```
01: TIM HART
Press ↵ to page
```

3. Press the **ENTER** key to select the name.

```
Type message or ↑↓ for
QuickNotes
```

4. Type your message.

```
Type message:
The meeting is off_
```

5. Press the **ENTER** key to send the message.

```
===PAGE SENT===
Press any key
```

---

### Additional features

The WordTrek offers other features that make paging easy:

- **QuickSend™** allows you to send a complete page message by pressing one button.
- **QuickNotes™** are commonly-used messages that are pre-saved in memory. They simplify paging because you may send a QuickNotes message instead of manually typing the same

message repeatedly. QuickNotes may be customized to fit your needs.

Please refer to the User's Manual for more information.

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