capturx®

Quick Start Guide

Thank you for purchasing Capturx!

This quick start guide will walk you through installation and getting started with Capturx Pen Manager.

Capturx provides a variety of ways to collect and share data. With the Capturx Pen Manager, field teams can upload the handwritten data directly off the digital pen to servers or send it via email to remote users, who then upload and integrate the data into their local files using Capturx.

The Capturx Pen Manager on the PC grabs the handwritten data and formats it into an email message. When the email recipient opens the Capturx file, the data is automatically integrated into the correct Capturx-enabled file.

System Requirements:
Microsoft Windows XP SP3, Vista SP2, Windows 7 SP1 (32- or 64-bit)
or Windows 8 (32- or 64-bit)
   • Memory: A minimum of 512MB of RAM is required, though 1GB of RAM
     or more is suggested for optimal results.

Installing Capturx Pen Manager
 1. Confirm System Requirements
 2. Install Capturx Pen Manager before any other Capturx Products you
    are installing at this time.
    • Insert the CD into your CD-ROM Drive.
    • Select install and follow the setup instructions on your screen.

Getting Started

Here's a quick overview of what you'll learn in the user guide:

How to write on Capturx-enabled documents.
 1. Write on Capturx-enabled documents as you would with any other pen on paper.
 2. Upload pen data by placing the pen in the docking station connected to the PC
    via USB. If you have the Capturx Mobile app, the data can be uploaded using
    a mobile phone.

How to send pen data to an email recipient, Capturx server, or a folder

After you are done handwriting, dock the digital pen to a PC which has Capturx Pen Manager installed. Based on your settings, Capturx will:

- Create an email for a recipient with the pen data attached.
- Send the data to a Capturx server.
- Save the pen data to a specified folder.

The pen data will be contained in an .XID file (Capturx Ink Document). To customize your setting for where the pen data is sent or stored, enter an email address, Capturx site address, or folder location into the "Destination" field and select Enable. *Note: If you enter a URL, you will be asked to enter a login.*

Each .XID file will reference the following:

- Name of the pen author
- Date and time of the file upload

How the Capturx Pen Manager manages your PC's interactions with the digital pen

The Capturx Pen Manager will automatically open when the digital pen is connected to your PC. You can also access the Capturx Pen Manager by double-clicking the pen icon in your system tray.

The Capturx Pen Manager lets you:

- Route ink records directly from pen to email.
- Assign passwords to the pen.
- View battery charge status of pen in use.
- View status of data on the pen.
- Update pen registration and personal information.
- Get updates about new versions of Capturx software.