





Getting Started with the Motion® R12 Tablet PC

Power on and off

Shut down your R12 from Windows®. Swipe from the right side of the screen to open the **Charms** menu, tap **Settings**, tap **Power**, then tap **Shut down**. If Windows doesn't respond, force the tablet PC to shut down by pressing the power button  for about five seconds.


Sleep

Place your R12 in Sleep mode when you go away for a short period of time to conserve battery power. When you return, the Tablet PC quickly resumes activity and your desktop is the same as you left it.

To put the Tablet PC in Sleep mode, press and release the power button . To wake up the tablet from Sleep mode, press the power button again.

NOTE The power button blinks when the tablet is in Sleep mode.

Locking and unlocking

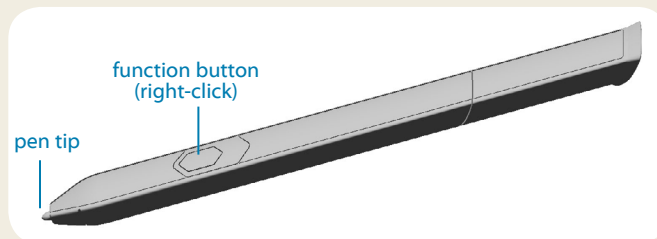
To lock and unlock your R12, press the Security button  on the left side of the Tablet PC.

Using the fingerprint reader

The R12 is equipped with a fingerprint reader so that you can log on to your Tablet PC by scanning your fingerprint instead of entering a password. This provides an added level of security and is a fast and convenient way to log on to your tablet.

Using the pen

An important difference between traditional PCs and Tablet PCs is that you frequently use a digitizer pen instead of a mouse and keyboard. The R12 pen has a pressure-sensitive tip and a function button. Pressing the function button is equivalent to right-clicking a mouse.



Using touch

Your R12 is equipped with touch, which means you can use your fingers to select items and open files, zoom in and out, scroll through browser windows and documents, and more.

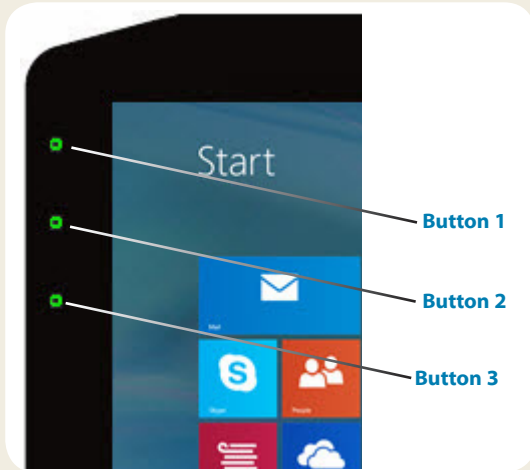
Touch works like a mouse. Tap to select an item and double-tap to open it.

TIP To open a right-click menu using touch, press your finger on the display until a square appears, then lift your finger and the shortcut menu appears.

Calibrate the pen and your finger so that they can be detected more accurately on the touchscreen display. You should do so when you first start using your Tablet PC and whenever the pointer doesn't align with your pen or finger. To start the application, tap the Motion Tablet Center tile, then tap **Tablet**, and then tap **Pen and Touch**.

Using the LED function buttons on the front of the R12



The LED function buttons on the front of the Tablet PC enable you to perform many functions without having to use the pen. Press a function button to perform certain actions. To perform a different set of actions, press and hold the function button. These actions are listed in the table below. You can also customize the buttons to perform actions that suit your needs.



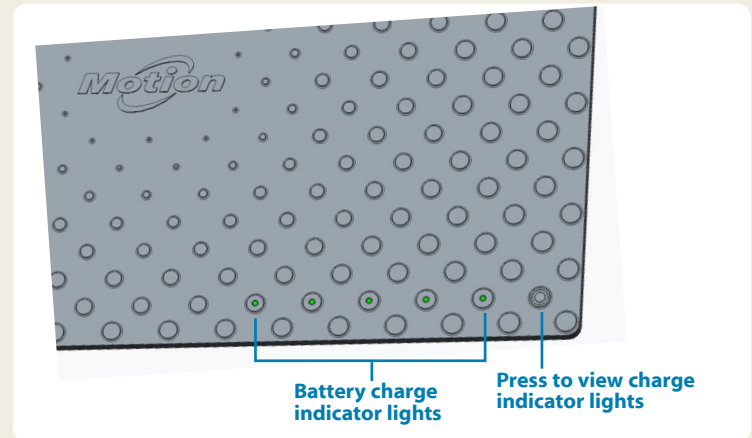
	Press	Press and hold
Button 1	Motion Tablet Center	Windows® Journal™
Button 2	Motion SnapWorks	Pictures directory
Button 3	Tablet PC Settings or Barcode reader (if equipped with SlateMate™)	On-screen keyboard

Checking battery power

You can check the remaining battery power by:

- From the Windows® 8.1 Start Screen, swipe from the right side of the screen to display the **Charms** menu and the battery power indicator appears on the screen.
- From the Windows Notification area, tap the power indicator, which changes appearance depending on whether the Tablet PC is plugged in or running on battery.
 - If the Tablet PC is plugged in, tap the plug icon. 
 - If it is on battery power, tap the battery icon. 


The five lights on the back of the Tablet PC's battery also indicate the battery's current level of charge—from one green light (20% charged) to five green lights (fully charged). Press the button to the right of the lights to view the remaining charge level.

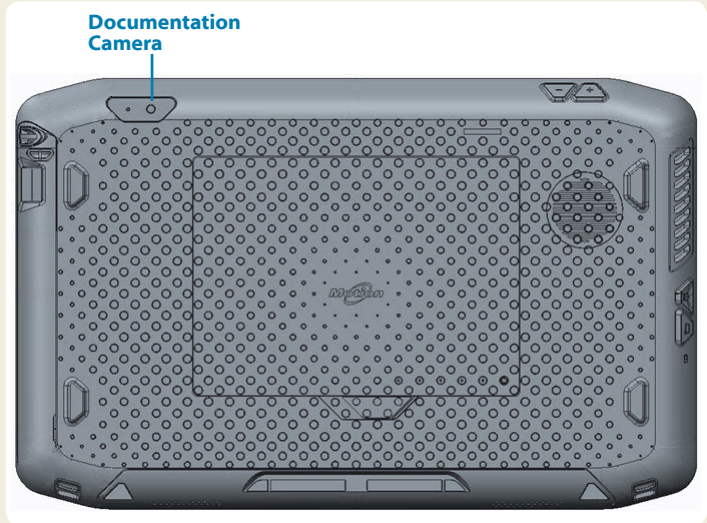


Using the documentation camera

Your R12 is equipped with an integrated 8-megapixel auto-focus camera. You can use the camera to take pictures and save them on the Tablet PC. The camera lens is on the back of the unit and includes a light to illuminate the subject.

To take a photograph:

1. Hold the camera steady and point the lens at the object.
2. Press the LED function button 2 once to activate Motion SnapWorks.
3. Press the camera icon  to take the picture.

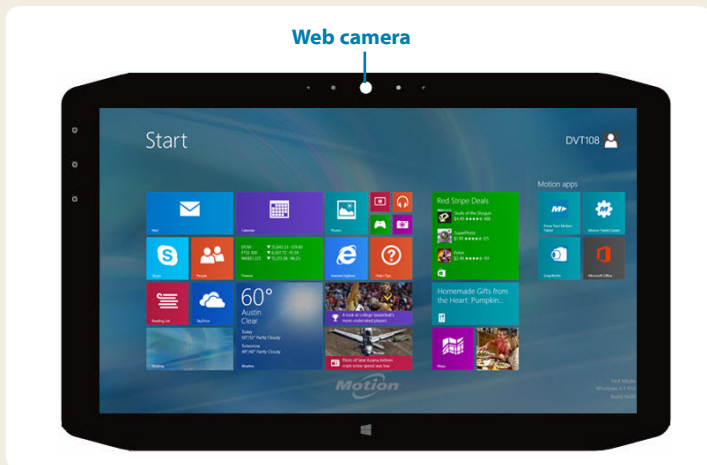


Using the web camera

Your R12 also has a 2-megapixel web camera that supports color images and streaming video. The web camera is located on the front of the Tablet PC in the top center area.

To start the web camera:

Follow the instructions of the software you're using.



Motion Tablet Center

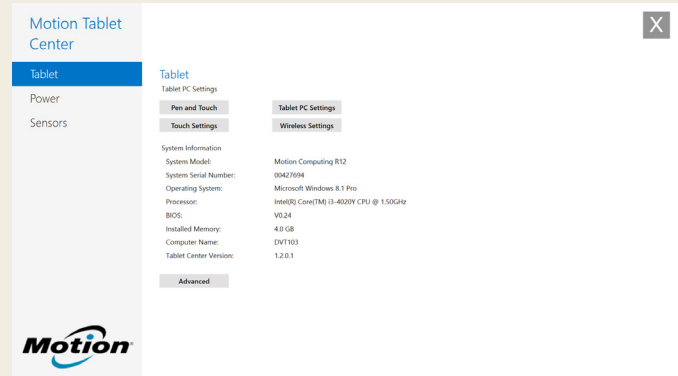
Motion Tablet Center provides a central location for accessing and configuring the most commonly used Windows® 8.1 settings.

To open Motion Tablet Center:

- Press Function button 1, which is located on the front in the upper-left side of your Tablet PC. (See page 2 for detailed location information.)

OR

- From the Windows® 8.1 Start Screen, tap the Motion Tablet Center tile.




The following table lists some of the tasks you can perform using the Motion Tablet Center.

Category	Task
Tablet	Adjust Pen and Touch Settings
	Configure Tablet PC Settings
	Adjust Touch Settings
	Configure Wireless Settings
Power	Turn devices on or off
	Change what the power button does when pressed when plugged in or on battery: Sleep, Hibernate, or shut down
	Access advanced Power Management settings
Sensors	Calibrate the R12's internal compass

Set up wireless

The R12 includes built-in Wi-Fi® and Bluetooth®. Your Tablet PC may also be equipped with mobile broadband. To set up available wireless networks, follow these steps:

Step 1. Set up Wi-Fi

1. Enable Wi-Fi:
 - a. From the **Charms** menu, tap **Settings**.
 - b. From the **Settings** menu, tap the wireless network icon .
 - c. Slide the Wi-Fi On/Off slider to **On**.
2. Select a wireless network from the list of available networks.
3. Follow the on-screen instructions.


Step 2. Set up Bluetooth

1. Enable Bluetooth:
 - a. From the **Charms** menu, tap **Settings**.
 - b. From the **Settings** menu, tap **Change PC Settings**.
 - c. Under **PC and Devices**, tap **Bluetooth**.
 - d. Slide the Bluetooth On/Off slider to **On** and the Tablet PC will begin to search for Bluetooth devices.
2. To add a Bluetooth device:
 - a. Ensure that the Bluetooth device is discoverable according to the manufacturer's instructions. (When a Bluetooth device is discoverable, it's visible to other Bluetooth devices within range.)
 - b. Select the desired Bluetooth device from the list of devices.
 - c. Follow the on-screen instructions.

Step 3. Set up Mobile Broadband with GPS (optional)

If you purchased your R12 with the optional mobile broadband module, you can connect to high-speed cellular networks worldwide. With the mobile broadband module and a data plan from one of several cellular network providers, you have full Internet access.

NOTE Before you can connect to a mobile broadband network, you must have an active account with a cellular network provider and obtain a SIM card for mobile broadband access.


1. With the Tablet PC powered off, insert the SIM card and then power the tablet on.
2. Enable mobile broadband:
 - a. From the **Charms** menu, tap **Settings**.
 - b. From the **Settings** menu, tap the wireless network icon .
 - c. Slide the mobile broadband On/Off slider to **On**.
3. If the desired network service provider isn't displayed, tap **(find more)** under Mobile Broadband.
 - a. Select location and tap **OK**.
4. Select the desired network service provider.
5. Follow the on-screen instructions.

NOTE If you purchased your R12 with the optional Mobile broadband with GPS module or the optional discrete GPS module, your R12 has GPS capabilities. You can use GPS with your preferred mapping application to find your current and destination locations. Please refer to the *User's Guide* for additional information.

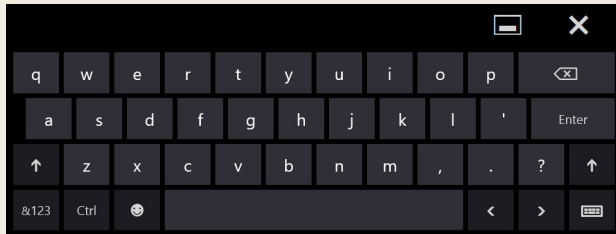
Enter text with the input panel or on-screen keyboard

You can use different methods to enter text with your R12 to fit your needs. You can use an on-screen touch keyboard or the handwriting panel.


To open the on-screen keyboard, either:

- Tap the keyboard icon  in the Windows notification area.
- Tap in a text field, such as the URL field in a web browser.

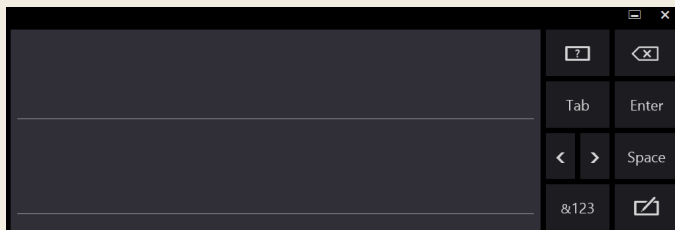
The default on-screen keyboard will appear at the bottom of the screen.



To open the handwriting panel:

- In the on-screen keyboard, press and hold the keyboard icon in the lower right-hand corner of the keyboard.
- From the panel of icons that pops up, tap the handwriting panel icon .

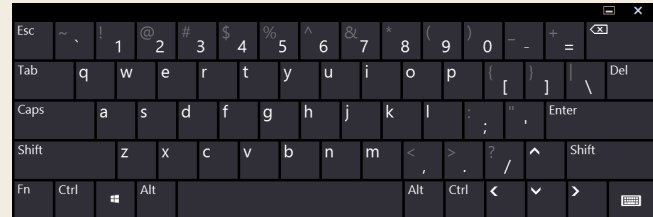
The handwriting panel will appear at the bottom of the screen.





Use your digitizer pen to begin writing in the handwriting panel. Your handwriting will then be converted to text.

Tip The more you write, the more accurately Windows® 8.1 detects your handwriting style.

In addition to the default on-screen keyboard, Windows® 8.1 provides other keyboard layouts for entering text. You can use an expanded keyboard, which provides additional keys or a keyboard that includes a numbers keypad.



Expanded keyboard

To close the on-screen keyboard or handwriting panel, tap the close icon  in the upper right-hand corner. To minimize the on-screen keyboard or handwriting panel, tap the minimize icon  in the upper right-hand corner.

Tips

Make the most of your R12 by following these tips.

Pen and Touch tips

- You can change from right- to left-handed use. From Motion Tablet Center, tap **Tablet PC Settings**, tap the **Other** tab, then tap **Left-handed**.
- You can open items with one tap (instead of two) and select an item by pointing to it. From the Control Panel, tap **Folder Options**, then tap **Single-click to open an item (point to select)**.

Battery tips

- Use AC power when available. When the R12 is plugged in, the battery charges while in use.
- Put your Tablet PC in Sleep mode when you're not using it.
- Stop unnecessary background applications and processes.
- When not in use, disable wireless adapters using the Motion Tablet Center **Power** category.
- Set the brightness of the display to automatically dim after a selected number of minutes of inactivity using the Motion Tablet Center **Power** category. Tap **Power**, tap **Advanced**, then tap **Choose when to turn off the display**.
- When using mobile broadband, reduce how often the R12 updates email and other Internet applications to once every half hour or longer.
- Disable mobile broadband where you know a signal is unavailable.
- Condition your battery once a month. To condition it, run the Tablet PC on battery power until the battery's charge level drops below 20%.
- For long-term storage, ensure that the battery's charge level is between 20% and 40% before removing it from the Tablet PC.

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General tips

- Use only the R12 digitizer pen or your finger on the display. The Tablet PC doesn't respond to any other type of pen or stylus.
- When attaching the pen tether, slip one end of the tether through the hole at the end of the pen and pull the pen through the loop until it's tight. Then slip the other end of the tether through the attach point and pull the pen through the loop until it's tight.
- Store the pen in the pen holder when not in use. To store the pen, insert it into the pen holder and press until you hear a click. To remove the pen, press it until it pops out. If the tether is attached, press the pen before pulling it out to ensure that you don't pull it out by the tether.
- Clean fingerprints and smudges from the display surface by wiping it with the display cloth provided. If needed, use a cleaning solution recommended by Motion Computing to clean the display. Spray the solution on the cloth then wipe the display. See the [recommended list of tested solutions](#) on our website.
- You can find the serial number of the R12 in the battery bay.

Learn more

To get more detailed information about your Tablet PC, please see the *R12 User's Guide* available on the [User Documentation](#) page on our website. You can also find the following information on our website:

- [Motion Support](#)
- [Motion Knowledge Base](#)
- [Free online training videos](#)
- [R12 accessories](#)
- [Software for the R12 Tablet PC](#)