

Symbol Portable Data Terminal Instructions

Accessories

1. Symbol PDT-3000 or PDT-3100
2. Charging Cable
3. AC Adapter
4. Wand *PDT-3000 Only* (PDT-3100 Has Integrated Scanner, There will be no wand packed with the PDT-3100)

Hook-Up

Plug the AC adapter into standard electrical outlet. Connect the other end of the AC adapter to the charging cable. (fig. 1-2)
 Plug the phone type connector on the charging cable into the bottom of the Symbol unit.

On PDT-3000, connect the wand to the connector on the top of the unit (fig. 1-3)

*PDT-3100 use Integrated Scanners and **do not** require wands.*

Main Menu

```

1 Collect Order
2 Review Data
3 Clear Data
4 Send Data
    
```



Connecting the AC Adapter to the Charging Cable

Connecting the Wand



NOTE: PDT-3100 Units Do Not Use Wands

Option 1 — Collect Order

Select option 1 when you are ready to start an order or add to a previously collected order. You will receive the following prompt }

```

Item#: _____
Line Items: 0
Q=QUIT L=LAST
    
```

At this point you are ready to scan either the shelf tag (DAS PN#) or the UPC code on the product.

DO NOT ENTER MANUFACTURER'S PART NUMBERS (i.e. 29LTDCLASSIC)

Next you will be prompted for the quantity }

```

Item#: PN234567 ____
Qty: _____
Line Items: 0
Q=QUIT L=LAST ITEM
    
```

After entering the order quantity the prompt will return to item number. Confirm that the line item count is correct. If the line item count does not increase, the unit is not collecting data. Contact DAS technical support before continuing.

If you try to order the same item twice you will be warned that the item has already been order. You will have the option to cancel the second entry or change the order quantity of the first entry.

At any point during order collection you can press "L" to view the last item ordered, this will take you to the item review screen. (see page 2 for item review instructions) to exit the review screen and return to collecting your order press the "Q" key.

Continue adding items until the order is complete. You can press "Q" at any time to return to the main menu.

Option 2 — Review Data

From the review screen you can review, change or delete items.

```
Item#: PN123456
Qty: 99
▲=NEXT ▼=Prev Delete
Edit Search Quit
```

▲ — Scroll UP

▼ — Scroll DOWN

D — Delete the currently displayed record

E — Change the currently displayed record

S — Search for a record

You will be prompted for the item to search for. Scan or enter the item number, if the item is found you will be positioned to the item. Once the record is found you can use the options to edit or delete the record.

Q — Quit

Option 3 — Clear Data

This option allows you to delete an order that was collected.

You will receive the following warning:



After pressing the “Y” key all data will be deleted and you will receive the prompt: Press any key to return to the main menu.

Option 4 — Send Data

Before selecting option 4 turn the power OFF. Un-hook the hand strap (at the bottom) A standard phone line connects to the BACK of the unit.

DO NOT PLUG THE PHONE LINE IN THE JACK ON THE BOTTOM OF THE UNIT

Attach the phone line, and turn the unit power On.

Select option 4 from the main menu.

You will receive the following prompt:

```
Account#: _____
C=Cancel Send
```

Modem Connection



Option 4 — Send Data (continued)

Enter your DAS account number. If you don't know your account number it can be found on the top of any DAS invoice. If you do not know your account number, contact DAS for assistance.

DAS cannot process orders that are sent with incorrect account numbers.

You will be prompted to enter your account number a second time to verify the first entry.

```
Enter Again
to Verify
Account#:_____
C=Cancel Send
```

Next you will be prompted for a Purchase Order Number. You can fill in any PO number up to 11 characters or press enter to not include a PO number.

Next you will be prompted for a Dialing Prefix:

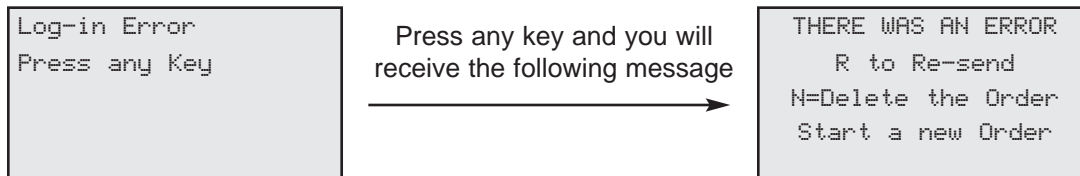
```
Dialing Pre-Fix
Dialing Prefix:
C=CANCEL BLANK=NONE
```

A dialing prefix is only needed if you use a phone system that requires you to dial a number to get an outside line. (i.e. 9)

If a dialing prefix is not required press enter.

The unit will attempt to dial DAS. You will continue to receive various status messages while the unit is connecting to DAS.

If there was an error you will receive the following message:



If the top line indicates there was an error select "R" to try to send the order again. If you continue to receive error messages, contact DAS technical support. (Pressing "N" will delete the entire order)

If the order was successfully transmitted you will receive the following message.

```
SUCCESSFUL TRANSFER
R to Re-send
N=Delete the Order
Start a new Order
```

DO NOT RESEND an order after receiving the Successful Transfer message unless instructed by DAS. DAS will not be responsible for duplicate orders.

At this point it is recommended that you power off the unit. Do not select "N" until you have received confirmation that the order has been received by DAS.

PDT-3100 Integrated Scanner Configuration

On PDT-3100 units with integrated scanners, you may configure which trigger button you are most comfortable using. To configure the trigger button follow the steps below:

1. Power the PDT-3100 on
2. Select Option 1 (Collect Order)
3. Press the Function Key (**FNC**)
4. Press the trigger you wish to use

This sets the trigger key for scanning. You may also change the side the scanner uses. To turn the scanner, gently lift up on the scanning head and turn clockwise or counter-clockwise to the side you are most comfortable with.

Fax Confirmation

After an order is received by DAS you will automatically receive a faxed order confirmation. If your order was sent during normal business hours (8:30 AM - 5:00 PM EST). You should receive your confirmation within 1 hour. For orders sent during non-business hours you should receive your confirmation the next business day. If you do not receive your order confirmation, please contact DAS.

Technical Support

Phone: (717) 964-3642

Extension 261

9:00 AM — 5:00 PM EST