

# The Tablet PC, the next cutting- edge application?

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**The origin of most Tablet PCs** is that of a legal pad. For the same space, an attorney can carry thousands of pages of handwritten notes and reams of documents without boxes. It is on the same operating system as your desktop, your secretary's desktop, and that of most of your colleagues in the profession. Documents and spreadsheets don't have to be converted to other formats and back. You can even send your notes as PDF files.

## **What is a Tablet PC? (From Microsoft Corp. 2005)**

Computers powered by the **Windows XP Tablet PC Edition operating system**, and equipped with a sensitive screen designed to interact with a complementary pen, are called Tablet PCs. Tablet PCs are fully-functional laptop PCs and more. You can use the pen directly on the screen just as you would a mouse to do things like select, drag, and open files; or in place of a keyboard to handwritten notes and communication. Unlike a touch screen, the Tablet PC screen only receives information from a special pen. It will not take information from your finger or your shirt sleeve—so you can rest your wrist on the screen and write naturally.

By interacting directly with the screen, rather than with a mouse and keyboard, the PC becomes more comfortable and easy to use. There is no need to find a flat space on which to use your PC, nor does a vertical screen become a dividing wall between you and the person with you whom you are meeting. What's more, a Tablet PC can even be used while standing up. A number of manufacturers produce Tablet PC models that differ in size, processing speed, design, etc. to meet anyone's need. Three different styles of Tablet PCs are available:



The **convertible model Tablet PC** has an attached keyboard and looks much like a conventional laptop PC. But you can also rotate the screen 180 degrees and lay it flat over the keyboard for a more comfortable reading and writing experience.



The **slate model Tablet PC** is designed to be slim and ultra-light without the weight and size of a permanent keyboard. Some models come with a detachable keyboard, and all include innovative docking solutions that offer access to a full-size monitor, keyboard, and mouse.



The **rugged model Tablet PC** is a tough mobile computer with an industrial-strength shell and shock-mounted hard drive. Rugged models are ideal for people who use their PC in a construction zone, while on patrol, in military situations, or simply for those who need something ultra durable.

Along with the options typically provided by a conventional laptop, Tablet PCs are certain to include:

- Mid- to high-end processors that are optimized for mobile computing
- High memory capacity for most computing needs
- High capacity hard drive storage space
- Built-in 802.11b and/or 802.11g modem for wireless and networking connectivity
- Tablet PC-compatible electronic pen
- Tablet PC-compatible digitizer screen

#### **Attorney's choice**

The two models attorneys are most likely to use include the "convertible" or "slate" Tablet PCs. A "convertible" features a tablet-sized screen with an integrated keyboard that you can fold over like a notebook PC, while a "slate" model is where the screen is detached from the keyboard and can be hooked together at a docking station. It seems that Tablet PC functionality is so in demand that, by 2005, more than a quarter of all notebook PCs will have tablet functions. Tablet PC users that do not have integrated keyboards experience more limited functionality. You can connect an external keyboard when necessary.

#### **Specific to the Tablet PC**

Since it is a full-fledged PC rather than a PDA, the Tablet PC also has your case management software and the programs you use in your everyday practice. If you are litigator, you could have a Tablet PC, enter your notes, check information on the Internet, find and review information in a discovery tool software, get real-time transcription, run PowerPoint presentations, and present audio and video. The cost is about \$200 more than a comparably configured standard laptop computer.

**Using "ink,"** as Microsoft refers to handwritten graphics, as an input method for the same applications as traditional PCs allows the Tablet PC to bridge the gap between the traditional handwritten processes and digital data.

#### **Windows® XP Professional Tablet PC operating system**

This is actually the full XP version with enhancements, so it's really an expanded edition. Any program that runs on your XP desktop computer has the full ability and capability to run on your Tablet PC. You can load the unit with all the programs that you use daily. Microsoft offered a significant upgrade to the Tablet PC operating system last year with Windows XP Tablet PC Edition 2005. Updates included improved conversions from written "ink" on the tablet to text and better integration with its Office

applications suite. The company has also made it easier to develop applications for the Tablet PC operating system. Windows XP Tablet PC Edition 2005 includes all of the features and functionality of Windows XP Professional and Windows XP Service Pack 2. Tablet PCs do not run Windows CE or Windows XP Embedded.



### **Less Weight**

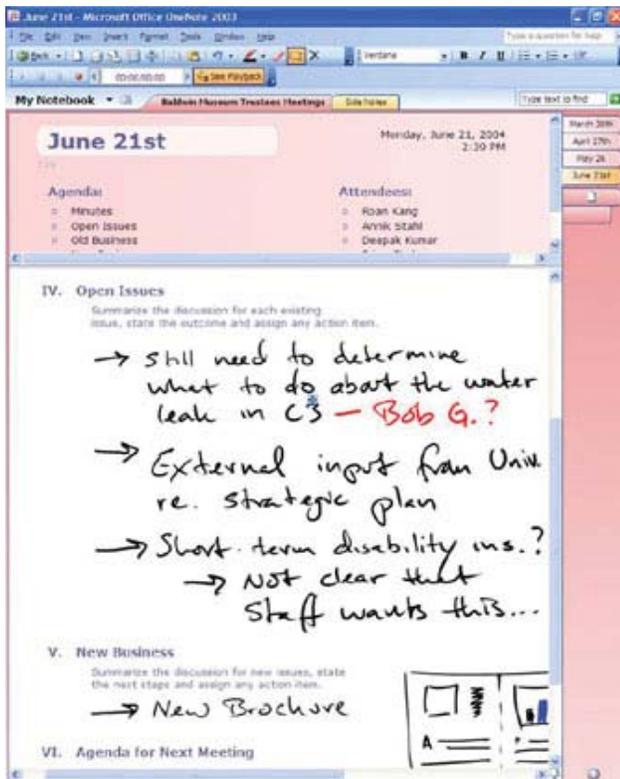
Most Tablet PCs weigh **approximately three-pounds and are compact and lightweight**. They operate with all the punch you need from a full size powerhouse computer.

### **Microsoft OneNote 2003 (from Microsoft Corp. 2005)**

Microsoft Office **OneNote 2003** is a note-taking program that enables you to electronically capture, organize, and reuse typed or handwritten notes on a portable computer, a desktop, or a Tablet PC. **OneNote 2003** provides a single place to customize and organize your information. With the new features and enhancements, you can take notes and share information more effectively.

Using **OneNote 2003** on **Microsoft Windows XP Tablet PC Edition 2005** brings ink, text, and Web content together in one easy program. It offers superior flexibility to search both handwritten and text notes and to include diagrams, charts, graphics, and drawings.

- **Take notes naturally.** Take digital notes in your own handwriting. You can leave handwritten notes as ink or convert them to text for use in programs that are not ink-enabled.
- **Collect and organize information the way you want.** You can combine handwritten notes, diagrams, and other images with typed notes on the same page.
- **Get more with OneNote 2003 Service Pack 1.** Take advantage of improved ink performance, customizable pens, a better eraser, and more. Make the most out of audio and video with support for taking video notes and capturing screen clippings.
- **Take advantage of the great features of OneNote 2003 using ink or text.** All of the features for text notes in **OneNote 2003** are also available for ink. This includes formatting features such as bullets and numbering, Note Flags, and more.
- **Full search capabilities.** Whether you're looking for notes from a lecture or studying for a test, handwritten notes in **OneNote 2003** are fully searchable so you can quickly find the information you need, just as you would with typed text. **OneNote** works like an electronic version of a legal pad, but you can also search for what you need, move things around and share documents in a way that you cannot do with paper.



**OneNote** works like an electronic version of a legal pad, but you can also search for what you need, move things around and share documents in a way that you cannot do with paper.

- **Make the most of your time.** Take notes unobtrusively by using a combination of text and ink notes in class. Easily add diagrams, charts, or pictures to your notes by using ink. Use the tablet pen to rearrange your notes, highlight tasks, and easily convert ink to text.
- **Record synched audio with your notes.** Use audio capabilities to record lectures, presentations, or group discussions. Audio is synched with your notes, so you can quickly refer to any part of the audio segment that you need.
- **Collect all of your research data in one place for easy reference.** Drag content from the Web or other programs with ease by using the Research & Reference pane.
- **Capture brainstorming ideas.** Collaborate with others by using **OneNote 2003** as a virtual whiteboard. By plugging a projector into your Tablet PC, you can capture brainstorming ideas in one place—great for group projects or class presentations.
- **Share your notes.** Convert handwritten notes to text for repurposing for other work, such as project proposals or homework assignments. Send sections of e-mail messages or selected pages to other coworkers or students, publish your notes as HTML for a team project, or create shared notebooks by using Microsoft Windows SharePoint Services.

## **Manufacturers**

Acer: [us.acer.com](http://us.acer.com), Averatec: [www.averatec.com](http://www.averatec.com), Electrovaya: [www.electrovaya.com](http://www.electrovaya.com),

Fujitsu: [www.computers.us.fujitsu.com](http://www.computers.us.fujitsu.com), Gateway: [products.gateway.com](http://products.gateway.com), \*HP:

[welcome.hp.com](http://welcome.hp.com), Itronix: [www.itronix.com](http://www.itronix.com), \*Motion Computing:

[www.motioncomputing.com](http://www.motioncomputing.com), Toshiba: [www.toshibadirect.com](http://www.toshibadirect.com),

Viewsonic: [www.viewsonic.com](http://www.viewsonic.com), WalkAbout computers: [www.walkabout-comp.com](http://www.walkabout-comp.com),

Xplore Tech: [www.xplorettech.com](http://www.xplorettech.com)

\*Most popular

## **Retailers**

Amazon, Best Buy, Buy.com, CDW, Circuit City, Comp USA, Datavision, Franklin Covey,

Fry's Electronics, Insight, J&R, MicroCenter, Microwarehouse, MSN Shopping, PC

Connection, PC Mall, Staples, Zones Inc.



## **How Tablet PC Can Be Used**

Some attorneys have been know to use the Tablet PC to take notes during a trial, schedule appointments, and even to make printouts of documents on their wireless printer. Instead of transferring handwritten notes into a Word document you can have your notes written directly into a file on the Table PC. That saves a lot of time. The Tablets also come in very handy when you need something light and fully-functional for travel or simply to go down to surf the Web at your local coffee shop.

Changing the color of the screen to yellow helps make everyone more comfortable. That way, they think you are using a legal pad.

When you use your Tablet PC, it's often easy to forget that it's a computer, not the paper notepad some attorneys mistake it for. If you drop it, you could lose your data and incur thousands of dollars of expenses. Spencer Goad, executive editor of the Web site [TabletPCBuzz.com](http://TabletPCBuzz.com), uses a well-padded case for his tablet (it's a hard-sided Tom Bihn case called the Brain Cell).

Carry and extra battery and keep the power charger unit with you. Some of the newer batteries have reportedly yielded run times of as long as 8 to 12 hours.

Learn to use the Tablet PC to its full potential. Most Tablet PCs can be used in three different ways: As a "desktop" from a docking station, as a laptop (with the keyboard), and as a tablet, which lets you use a pen to point and write directly on to the screen. Think of it in its simplest terms as an oversized PDA. Each has its strengths. It is recommended that you learn how to use the tablet PC and make it your primary computer. After a few trips, you'll get a feel of how to use the unit in a given situation. Some user attorneys have warned that, "If you don't, then you won't only end up using the Tablet PC the wrong way, you could also have to transfer information from one PC to another -- which is a waste of time."

### **Using a Stylus**

Using the stylus instead of a mouse for things like ticking through email inbox and moving through electronic media can be very efficient.



### **WI-FI**

The newest Tablet PCs can connect to just about anything with an antenna. Different ways you could send and receive data over the airwaves: GSM, CDMA, CDPD, Wi-Fi and Bluetooth, to name a few. But, people don't pay much attention to how they're connected — and that's the problem.

A faster Wi-Fi connection is always preferable to a slower (and probably more expensive) cellular hookup. You have to know where and when to make the right connection. Ask yourself: What's in my area? What's available? And which network is faster?

Keep your eye on the signal strength meter. It will tell you what's out there and the connection quality. Newer Tablet PCs that come with antennas will boost your range on certain kinds of wireless transmissions.

The tablet is neither an enormous PDA nor a laptop computer. It's a different type of computing device, a hybrid of both. But as time goes on, more people will be using Tablet PCs.

"We're right on the verge of seeing a lot more competitively priced tablets on the market," said Robert Williams, director of business development and partner engineering in Microsoft's Mobile Platforms Division. "This spring, you will see tablets go into retail in the \$1500 to \$1600 price range."