Getting Started with the Panther

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Overview

The Follett Panther™ is a hand-held wireless device; it comes with a self-contained application, Remote Circulation, which allows you to collect barcode scans offline for many maintenance tasks such as, circulation, inventory, and so on.

If you have Destiny® and a wireless network, the Panther's customized browser communicates directly with Destiny, letting you perform real-time transactions. When you are out of range of your wireless network or when your Destiny server is not available, you can use Follett Remote.

This document guides you through charging and setting up your Panther, and communicating with your workstation or wireless network.

Before you begin

Before you begin using the Panther:

- make sure your package contains everything on the enclosed packing list
- charge the batteries. The Panther has two types of battery power: The main battery pack on the back panel, and the backup battery located inside the device. Both batteries work together to prevent data loss when you use the Panther over long periods of time.

IMPORTANT You must charge both batteries to full capacity before using the Panther for the first time.

To insert a battery pack

Place the end of the battery without the locking tab into the bottom of the charging pocket, then snap the battery into place with a hinging motion.

IMPORTANT If you are removing or re-installing a battery pack, make sure the Panther is turned off.

To turn off the Panther

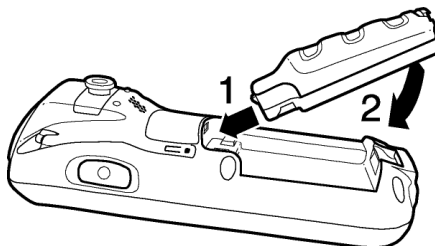Simultaneously press the Blue 🔵 and the Backlight ☀ keys.

Figure 1

To remove a battery pack, push the locking tab down and pull the battery away from the charging slot with a hinging motion.

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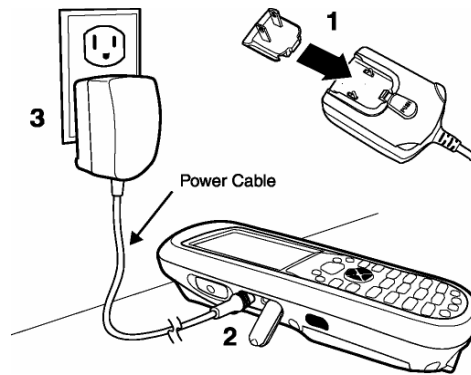- charge the main battery pack for a minimum of four hours.

Figure 2

WARNING Use only the peripherals, power cables, and power adapters from the manufacturer. Use of these items from other manufacturers will void the warranty and could damage the Panther.

1 Attach the appropriate plug adapter to the plug of the power cable.

2 Plug the Panther power cable into the DC power jack on the left side of the Panther.

3 Insert the plug into an appropriate power source.

Manage main battery power

You can store data and files on the Follett Panther in RAM. Make sure to maintain a continuous power supply to the Panther to help prevent data loss. When you remove a battery pack, insert another charged battery pack in the Panther. If the main battery pack is low, either connect the Panther to the power cable or insert the Panther into a HomeBase. Either action powers the Panther and begins recharging the battery.

NOTE If the main battery is low and the Panther is in Suspend mode, pressing the SCAN button does not wake the Panther; you must replace the discharged battery with a fully charged battery.

Internal backup battery

Located inside the Panther, the backup battery is a 2.4V nickel metal hydride (NiMH) battery.

The internal backup battery prevents the Panther from resetting when you remove the main battery pack. This battery retains RAM data and allows the real-time clock to remain operational for up to 30 minutes. If the Panther is left without the main battery pack for more than 30 minutes, the internal backup battery discharges and must be recharged to function properly.

IMPORTANT Even if the internal backup battery fails, data and programs stored in Flash memory (IPSM) or an optional SD card are not lost.

However, the Panther automatically cold boots when you install a fully charged battery pack. If this happens, you need to re-configure your wireless network settings and reset the real-time clock.

Charging the backup battery

The internal backup battery charges off the main battery pack and requires eight hours charge time to back up RAM data for 30 minutes. You can begin using the Panther after charging the main battery for four hours. If you do so, the internal backup battery will continue to charge off the main battery.

To ensure that the internal backup battery functions properly, maintain a consistent power supply for the first eight hours of operation. This power supply can be external power (using a charging peripheral) or an installed, charged battery pack, or a combination of both.

Start the Panther

IMPORTANT Always power off when you change the battery pack.

What do you want to do?

If you want to...	Then...
Power on	Simultaneously press the Blue 🔵 and the Backlight ☀ keys.
Power off	Simultaneously press the Blue 🔵 and the Backlight ☀ keys.

Panther Features

This section provides illustrations with callouts for the keyboard and the LCD, as well as feature details.
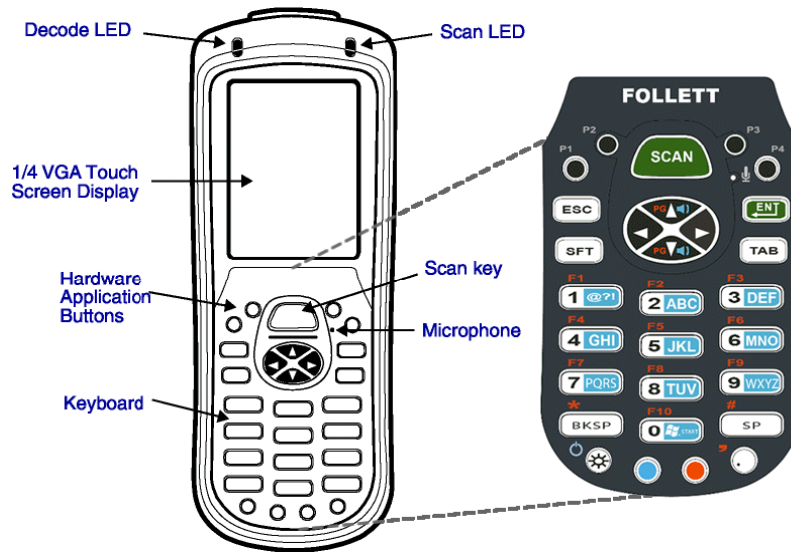
Keyboard Features

Figure 3

Table 1. Panther Features - Details

Scanning and decoding LEDs	The Scan LED turns red when you press the Scan key when scanning. The Decode LED turns green when the Panther successfully decodes a barcode scan.
Touchscreen display	The Panther comes with a stylus, located in the stylus slot on the back of the unit. Use this stylus (or your finger) to select or enter information on the touch screen. The stylus functions like a mouse; generally, a tap is the same as a click. ▪ **Tap** Tap the touch screen once to open menu items and select options. ▪ **Drag** Hold the stylus on the screen and drag across the screen to select text and images. ▪ **Tap & hold** Tap and hold the stylus on an item, and a pop-up menu appears. On the pop-up menu, tap the action of the task you want to perform. **IMPORTANT** Use of objects other than the stylus, such as paper clips, pencils, or ink pens, can damage the touch screen and will void the warranty. **Care and cleaning** When needed, clean the scanning lens and the LCD display with a clean, non-abrasive, lint-free cloth. You can clean the Panther case with a damp cloth.

Keyboard
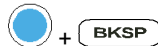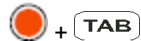
Color-coding The keyboard overlays are color-coded to indicate the functions performed, or characters typed, when you press a color-coded key and the red or blue modifier key.

Hardware application buttons The application buttons (P1, P2, P3, P4) are programmed to launch software applications from the desktop.

Key functions:

P1	Launches Internet Explorer	**P3**	Launches Scan Wedge
P2	Launch WordPad	**P4**	Launches Follett Remote

Function Keys Function keys perform specific functions and usually display the name of the function they perform.

Backlight Toggles the keyboard backlight on and off.

Backspace Moves the cursor back one space and deletes each time you press the key. If you are typing text, a character is deleted each time you backspace.

Backtab Red circle plus Tab moves the cursor back to the previous tab stop or field.

Escape Cancels an action.

Enter Functions as an Enter key.

Power Blue circle plus Backspace key suspends or resumes operation.

Scan Activates the scanning LED to scan a barcode or take an image.

Shift Provides shift functionality for application windows and functions as a Caps Backlight Lock key in Alpha mode.

Space Moves the cursor one space forward. If you are typing text, it moves the text one space forward as well.

Tab Moves the cursor to the next tab stop or field (on a form or application window).

Navigation Keys		Moves the cursor up one row or line. and = Scroll up and = Volume up	
	Moves the cursor one character to the left. and = Backspace		Moves the cursor one character to the right. Press and = Space
		Moves the cursor down one row or line. and = Volume down and = Scroll page down	
Other Red Key Combinations/ Special Characters	*** Warning: This procedure deletes WLAN configurations.** and `ESC` (hold) = warm boot and `TAB` (hold) = cold boot * and 1 = F1 and 2 = F2 and 3 = F3 and 4 = F4 and 5 = F5 and 6 = F6 and 7 = F7 and 8 = F8 and 9 = F9 and 0 = F10 and `BKSP` = * and `SP` = #		

LCD Features

Located at the bottom of the Panther LCD, the command bar includes application menus and buttons, and provides access to the Input Panel (on-screen keyboard).

Figure 4

Opens the Windows® Start menu.

Battery status. Indicates that the battery is low.
Double-tap to open the Power control panel setting.

Indicates that barcode scanning is enabled.

Radio status. Tap to open the network manager.

12:14 Displays the current time. Double-tap to change the time/date.

Tap to return to the desktop or toggle between the open applications

Indicates that the USB communication cable is connected.

Tap to open the Bluetooth Manager.

Indicates keyboard mode (alpha or numeric).

802.11b/g radio signal strength. If the radio is not transmitting, an "x" appears over the bars.

Tap to open the soft input panel (onscreen keyboard).

Communication options

Follett Panthers offer the following communication options: wireless radios, Microsoft® ActiveSync® with a communication cable, and infrared.

Wireless radios (wireless communication) Follett Panthers have an 802.11b/g and a Bluetooth® radio.

Once you configure the Panther for your network, you can communicate wirelessly:

- If you are a Destiny customer, you can communicate directly with Destiny.
- If you are a Circulation Plus/Catalog Plus or InfoCentre customer, you can connect to the Internet.

Establishing the Panther on a wireless network depends heavily on your network infrastructure. You will need specific information from your network administrator.

Before you can communicate with your wireless network, you need to do the following:

- Enable the on-board radio so that the Panther can transmit signals.
- Configure the settings for the radio you are using. Each radio has its own configuration program.

I/O connector (wired communication) The mechanical connector on the bottom panel lets you connect the Panther to a host workstation through a USB (1.1 or higher) connection using ActiveSync communication.

IrDA port (wireless communication) The IrDA port enables the Panther to transmit data via pulses of infrared light to and from other IrDA-compliant devices, such as printers, workstations, and even other Panthers.

To configure the Panther to communicate with your workstation, follow the "Connect to ActiveSync using infrared" instructions in the ActiveSync Help on your workstation.

Connecting to a wireless network using 802.11b/g The Panther contains an integral Network manager for the on-board 802.11b/g radio. The Panther v2.0 supports the following protocols:

- IEEE 802.1X (WEP)
- WPA-Personal (PSK)
- WPA2-Personal (PSK)
- WPA-Enterprise (EAP)
- WPA2-Enterprise (EAP)

For the above protocols that support EAP authentication, the Panther supports the following methods:

- LEAP
- PEAPv0-MSCHAPV2
- PEAPv1-MSCHAPV2
- FAST-TLS
- TLS
- PEAPv1-GTC
- PEAPv1-TLS
- FAST-MSCHAPV2
- FAST-GTC
- TTLS-MD5
- TTLS-MSCHAPV2
- TTLS-GTC

To communicate with your wireless network, you need to turn the power on to the radio and configure your WLAN settings on the Panther. You can get this information from your network administrator.

Configuring a wireless connection

IMPORTANT Any cold boot of the Panther deletes the WLAN settings. Store this information in a secure place.

1. To open the network manager, tap in the taskbar.
2. To enable the radio, open the Status tab and tap **Enable Radio**. By default, the WLAN radio driver is disabled.
3. Open the Config tab, and click **New**.

   If you prefer to scan for existing wireless network devices, tap **Scan**.

4. In the Network pop-up, type your SSID (network name).
5. Select the Association Mode of your network configuration from the list.

Then select…	To connect with…
None	No authentication or encryption.
WEP	WEP encryption
IEEE 802.1X (WEP)	WEP encryption and EAP authen-tication
WPA-Personal (PSK) WPA2-Personal (PSK)	WPA encryption and PSK authen-tication
WPA-Enterprise (EAP) WPA2-Enterprise (EAP)	WPA encryption and EAP authen-tication

The fields and options required by the association mode, encryption, and EAP methods appear in the Network Window after each is selected.

6. If required by the association mode, select the **Encryption** method.
7. If required by the association mode, select the EAP Method.
8. If required or desired, enter keys or passwords.
9. If open, hide the input Panel: Tap **OK** at the bottom. Back on the Config tab, your SSID now appears in the list.

All server-assigned IP addresses use Dynamic Host Configuration Protocol (DHCP).

Activating a wireless connection

On the Config tab, select the network in the list and tap **Activate**. The Panther attempts to connect to the network according to the parameters you entered above.

NOTE The Panther will not attempt to connect until you tap Activate. The Config tab stores all the configurations you have created in the list but activates only one configuration at a time.

[x] appears next to the activated configuration.

To switch connections: Select it on the Config tab, and tap **Activate**. The Status tab displays the connection status.

The radio status icon in the taskbar changes to indicate the status:

Col-or	Details	Status tab status
	The radio is disabled, idle, not connecting.	NO RADIO RADIO OFF DISCONNECTED INACTIVE

	The connection is:
	
	  ■ Associating (icon stops spinning)
	  ■ Authenticating (icon stops spinning)
	  ■ Negotiating DHCP address (icon spins clockwise)
	  ■ Out-of-Range
		ASSOCIATING
		AUTHENTICATING

	Authentication failed and the connection failed as a result.	ASSOCIATED but not authenticated
	The connection is authenticated with a valid DHCP address.	COMPLETE

To configure the IP address

1. Open Internet Explorer.
2. Select **View > Internet Options**.
3. Set your Start page to the IP address of your Destiny application.

Connecting to a workstation through a cable

To allow your workstation and the Panther to communicate through a cable, you need the correct cable and software.

Hardware requirements

You need the following hardware:

■ Panther communication cable or a HomeBase
The USB cable allows the Follett Panther to communicate with a workstation—or to a network through a USB hub. The Panther supports full-speed USB communication (USB 1.1). Maximum data transfer rate is 12 Mbps.

   As shipped, the Panther defaults to USB communication.

■ Panther power cable from the manufacturer.

Software requirements

You need the following software:

- ActiveSync 4.1 (or higher) installed and configured on a workstation running a supported Windows operating system.

  If ActiveSync is not installed on your host workstation, you can download and install the most current version from http://www.microsoft.com/.

Or, for a Windows Vista or Windows 7 workstation:

  Windows Mobility Center 6.1 (or higher) installed and configured if you have a Windows Vista or Windows 7 workstation. Windows Vista and Windows 7 use the Windows Mobility Center instead of ActiveSync to communicate with mobile devices.

  If Windows Mobility Center is not installed on your host workstation, you can download and install the most current version from http://www.microsoft.com/.

- ActiveSync 4.1 (or higher) installed and configured on the Panther. (Follett Panthers ship with ActiveSync already installed.)

You must set up ActiveSync or Windows Mobility Center on your workstation before you connect your Panther for the first time.

Setting up a workstation with ActiveSync

Once you have installed ActiveSync on your workstation, you need to configure it.

To configure ActiveSync on your workstation

1. Double-click (ActiveSync icon) in the system tray.
2. In the ActiveSync application, select **File > Connection Settings**.
3. Select the **Allow USB connections** checkbox.
4. To close the Connections settings pop-up, click **OK**.
5. To close the ActiveSync application, select **File > Close**.

Setting up a workstation with Windows Mobile Device Center

Once you install Windows Mobility Center on the workstation, you need to configure it.

To configure your workstation

1. Connect the Panther to a USB port. Windows automatically detects the device and installs the appropriate driver.
2. Select **Start > All Programs > Windows Mobile Device Center**. The Mobile Device Center pop-up appears.

3. Click **Set up your device**. The What kind of items do you want to sync? pop-up appears.
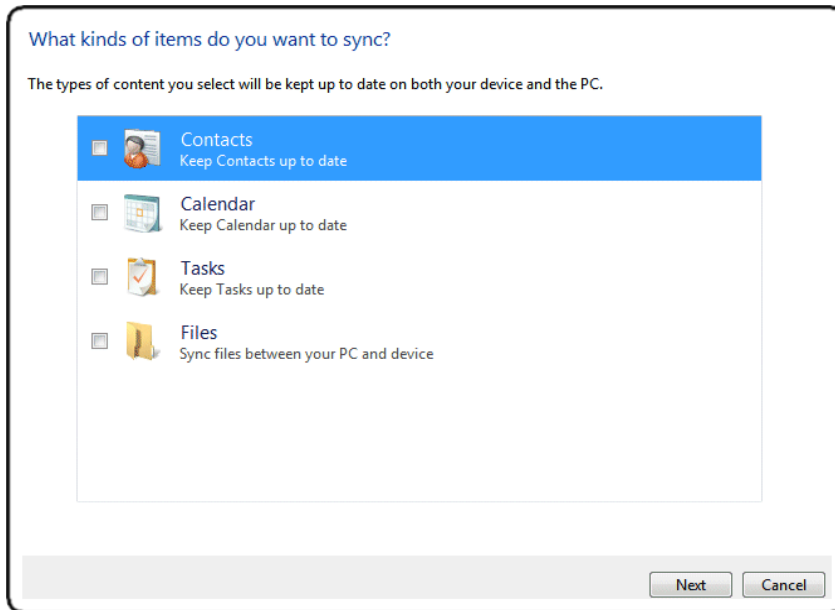
4. Leave all the checkboxes deselected, then click **Next**. The "Ready to set up the Windows Mobile Partnership" pop-up appears.
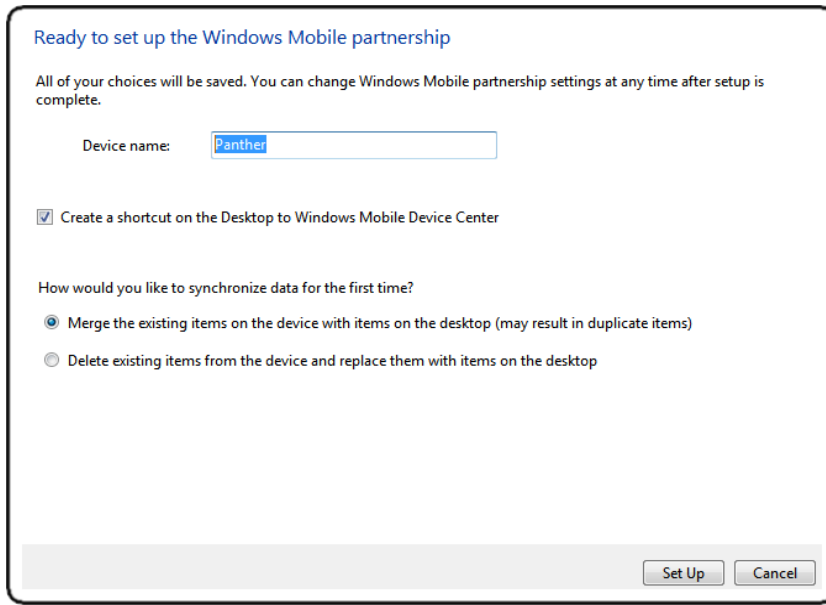
5. In the **Device name** field, type a descriptive name for your device. Leave the Merge the existing items... option selected.

6. Click **Set Up**. The Windows Mobile Device Center pop-up reappears. Your scanner should appear with a Connected status.

Setting up the Panther

As shipped, the Panther defaults to USB communication with your workstation.

To verify or change the default setting

1. Tap ⊞ (Start) **> Settings > Control Panel > PC Connection**.

2. To change the current settings, tap **Change Connection**.

Connection Options	Select an option to...
115200@Desktop	Establish an RS-232 connection.
Infrared Port	Establish an ActiveSync connection via the IrDA Port.
USB	Establish a USB connection.

3. To close PC Connection, double-tap **OK**; to close PC Connection Properties, tap **OK** again.

Connecting the USB and power cable
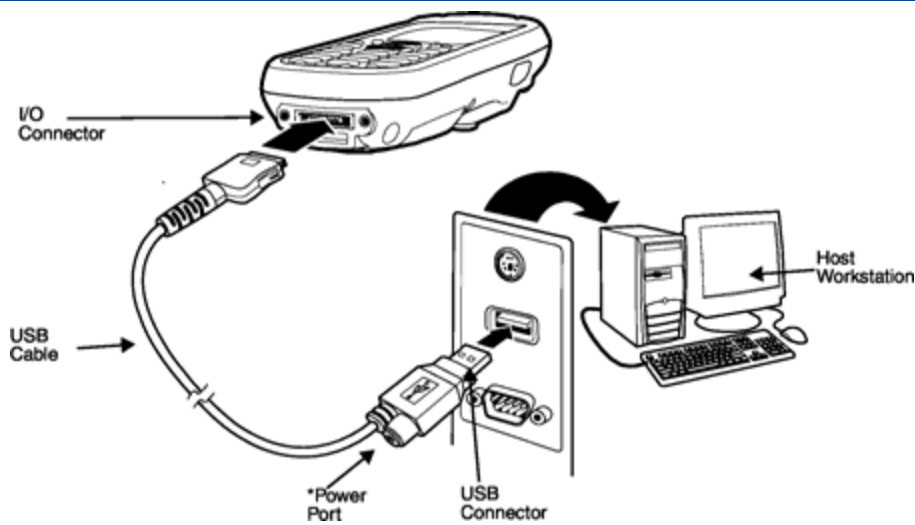
Figure 5

USB Cable Connect the USB cable to the I/O connector on the Panther and to a USB port on the workstation. This is a communication-only cable unless you plug the power cable into the power port.

Power Cable Connect the power cable The Power Port on the back end of the USB connector fits the power cable that comes with each Follett Panther. To charge the device while communicating, connect the power cable to the Power Port.

Communicating with the Panther

After setting up both the workstation and the Panther, an ActiveSync connection should be automatic.

When you connect the Panther to a communication peripheral, such as the Communication cable, the Panther automatically opens ActiveSync to establish a connection.

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Uploading Follett Remote files from the Panther to your workstation

When you have connected the Panther to the workstation, ActiveSync should open automatically. If not, open ActiveSync on the workstation by double-clicking 🔄 (ActiveSync icon) in the system tray.

1. Click **Explore** on the toolbar. The Mobile Device folder opens in Windows Explorer.
2. Locate and transfer your Follett Remote files by dragging and dropping—or copying and pasting—them to a location on your workstation, just as you would when moving any files between folders. You will find your Follett Remote files in `\IPSM\Follett Remote`.
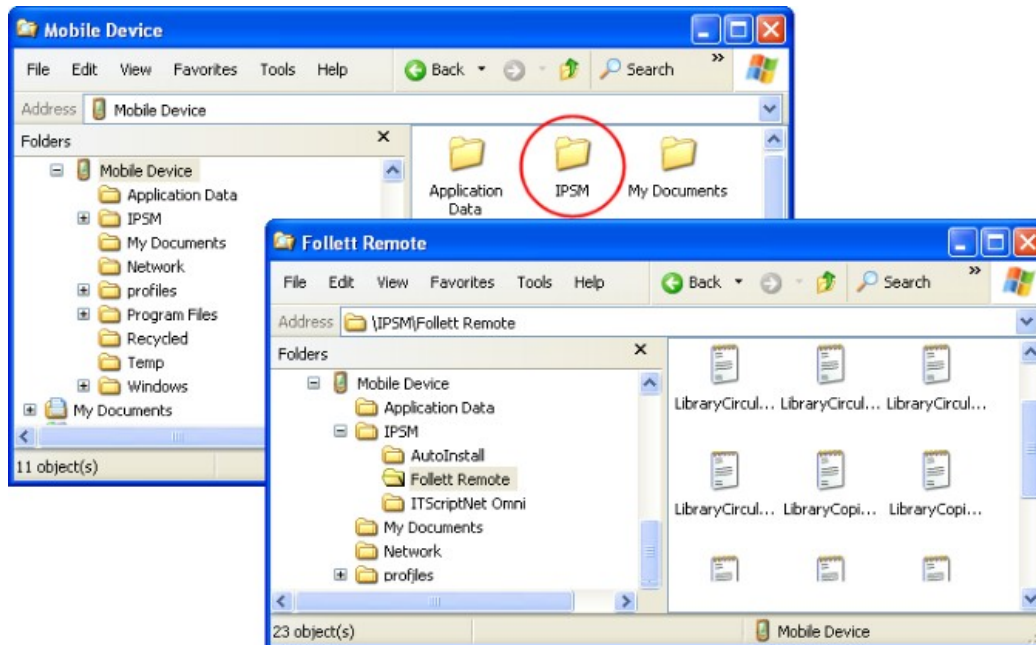

Uploading the files from the workstation to your application

Once you move your Follett Remote files to your workstation, you can upload them to your application. In Destiny, once you regain your wireless connection, you can upload the files through the browser.

Circulation Plus/Catalog Plus v6.4

You can upload Follett Remote data files anywhere that accepts files from a PHD:

Cataloging

- Edit | Update Copies via PHD
- Edit | Remove Categories via PHD
- Edit | Delete Copies via PHD

Circulation Desk

Circulation | Remote Circulation

Inventory

Inventory | Remote Inventory

Patron Maintenance

Edit | Update Patrons via PHD

Edit | Delete Patrons via PHD

Reports

- Bibliography Report | Select by: Titles via PHD
- Title List | Select by: Titles via PHD
- Patron Barcode List | Select by: Patrons via PHD
- Patron Cards | Select by: Patrons via PHD
- Patron Name List | Select by: Patrons via PHD

To upload a file

1. From the Select the PHD model list, select **Data File**.
2. To locate and select your Follett Remote file, click **Browse**.
3. To use a transaction date other that the one shown, type in the date you want.
4. To begin uploading the file, click **Proceed**.

InfoCentre v3.0

To process Follett Remote circulation transactions

1. Select **Admin > Circulation**.
2. Click **Follett Remote**. The Follett Remote page appears.
3. Click **Load File**.
4. To select your Follett Remote file, click **Browse**.
5. To use a transaction date other than the one shown, click **Transaction Date**; select one.
6. To use a due date other than the one shown, click **Due Date**; select one.
7. To begin uploading the file, click **Process**.

Destiny

You can upload Follett Remote data files from several pages in Destiny.

If you transferred the Follett Remote files to your workstation

1. Open the appropriate page and select your options accordingly.
2. To locate and select your barcode file, click **Browse**.
3. To start the processing, click the button at the bottom of the page. Depending on the page, it could be, for example, **Upload**, **Update**, or **Run Report**.

4. To review any exceptions, select **Back Office > Job Manager**.

If you are uploading the Follett Remote files

1. After logging in, tap **Upload File**.
2. On the **Upload File** page, select the type of file you are uploading.
3. For offline circulation, verify or change the **Transaction Date**.

    For inventory, select the one you are working on. In Textbook Manager, select your Location.

    For textbook or asset transfers, select the destination site.

4. Tap **Browse** to locate and select your Follett Remote file in the `\IPSM\Follett Remote` folder.
5. Tap **Upload**.

    Once you see the message, "Your uploaded file has been sent to the Job Manager", you can continue with other tasks.

Finishing up

Once you have uploaded your files to your application and no longer need them, make sure to delete them from both your workstation and your Panther.

When your application has finished processing the file, make sure to review the exception report or job summary.