Tech Info Library

Newton 2.0 OS: Creating Custom Worksites For Dialing (1/96)

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TOPIC ---

I live in a city that has multiple calling zones. Sometimes I have to enter the
area code, but not the "1" in front of the phone number. Is there an easier way
to do this than using the assist button?

DISCUSSION --

Yes, you can create custom worksites for special calling requirements. The
worksite can be selected in a call slip, and is in effect until a different
worksite is chosen. This is easier than editing the information using the
assist button in a call slip.

Creating a Custom Worksite
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Step 1

Open the Extras Drawer

Step 2

Choose the Setup folder. Do this by tapping on the folder tab.

Step 3

Tap on the Owner Info icon.

Step 4

Tap New. A new list appears.

Step 5

Tap Worksite. An Untitled Worksite slip appears.

Step 6

Enter a name in the Worksite field.

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TIP:
Use a name that will help you remember how the Worksite functions.


Step 7
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Enter the number that you want to precede the phone number, into the Dialing
Prefix field.

For example, if you want the area code 555 to precede the phone number you are
dialing, enter 555 into the Dialing Prefix field.

You can create worksites for each special calling requirement you have.



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