



www.spintso.com

Manual for SPINTSO PDA , version 2.2 2012-03-09



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Please read before continuing .

The **quick menu** you will find in the team menu (when you press on the H or G button).
Test the work method that suits you best when working with your SPINTSO PDA.

If your football associations do not have a database to download games from, is excellent to just put player number directly in your SPINTSO pda before the match



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Charge the battery in SPINTSO pda for 5-6 hours for the best results. Do not take Spintso apart (the warranty will cease to apply.)

Explanation regarding content text

| | |
|--------------------------|---|
| Quick menu | → (used to enter match events quickly) |
| Communication | (used when many devices are used during the same match) |
| Master search for Slave | (when you are going to connect many devices together) |
| Searchable Slaves 1 - 4 | (----=-----) |
| Send match to S | used when the referee is going to send the team to the other devices) |
| Kick-off team | (mark who is going to start the match with the ball) |
| Team colour (home) | (option to choose colour of team) |
| Team colour (away) | |
| Match from file | (used when you have downloaded the match files (if the Football Association has a database that you can download) |
| Clear match data | (used when you have many matches following each other) |
| Choose match time | (possible to choose different match times, for e.g. cups) |
| Start extra time | (used for extending matches) |
| Restart time | (used if you happen to start the match/half time too early) |
| Show penalty menu | (used for penalty kick games) |
| Hide penalty menu | (removes penalty menu) |
| Show/edit Event | (used to change/adjust registration) |
| Show/edit Results | (used if you have to change a result) |
| Show team leader/trainer | (used if you need e.g. to change a name of a leader) |
| Generate report | (a match must be generated=saved in memory before closing Spintso) |
| Recording | (used to record and save sound and voices) |
| Change player no. | (used if a player e.g. changes jersey number prior to/during a match) |
| Edit forename | (used for name changes or to add a new name) |
| Edit surname | |
| Edit person no. | |
| Reset info: | (resets lost information) |
| Walk-over | (used if e.g. the competing team is not in place for match start) |

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| | |
|--|----------|
|  | 1 2 3 |
| Enter | 4 5 6 |
| your code | 7 8 9 |
| | <-- 0 OK |

Spintso version 2.0-EN

Forgotten your code? Visit spintso.se to update the software

Warning: this program is copyrighted.....

1. PIN-code

The first time you start your SPINTSO PDA, you have to enter a **four-digit personal code**. This code is used every time you start your SPINTSO PDA. You can also change codes from settings

2. SPINTSO PDA icons and buttons



On/off button

Home team & Browse Left in menu

Microphone

Home = to display

Time of day

Half time indicator

Clock that counts upwards

Number of goals made

Bluetooth icon (joined device)

Browse upwards in the menu & Start dictaphone/shapshot from the main display

Reset button, restart Spintso when necessary

Guest team & Browse Right in menu.

For Communication between devices, press prog. if you want contact with those colleagues who are connected

Time: start/stop of match time

Recording indicator (red line)

Battery indicator

Stopwatch that counts down

Time for half time break (becomes yellow)

Time added on (after e.g. injuries)

Short name for team

Number of players warned

To be able to use the function in the menu, you must always start by pressing H or G i.e. < Home or Guest > . Always exit using OK. Press HOME to return quickly to the main screen.



3. The clocks' functions

Normal clock

Clock that counts down and can be stopped during e.g. injuries, exchanges, etc.

Clock that counts up. Continues to run when the second half time begins. The clock continues to run even when extra-time has been played. It becomes orange-yellow to call attention to the time having run out.

Yellow clock that starts automatically during half time break. Shows how long the break has been. The clock is hidden during the match and it is hidden again as soon as the second half time starts. It also starts after the end of the match and continues to run until you shut Spintso off with the off button.

The clock for count-down runs until second half time starts.

Clock that shows how much the extra-time will be and starts automatically when the time is stopped for substitutions, injuries, etc.

NOTE! Do NOT "zero" during half time break. It will continue to run after the match, until you shut off the device.

4. Icons on Team menu

The team's name (abbreviated)

Goals

Name of player

Quick switch between teams

Undo registration

Number of player

Player substitution

Yellow card

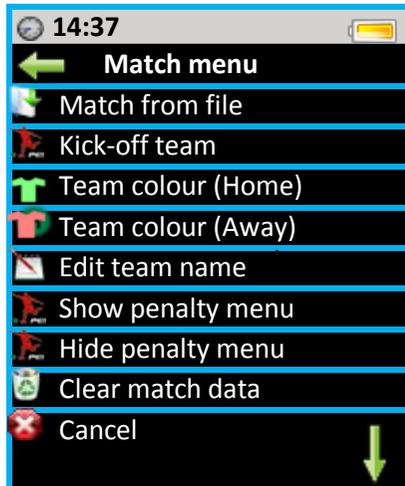
Red card

5. Overview of SPINTSO PDA menu structure

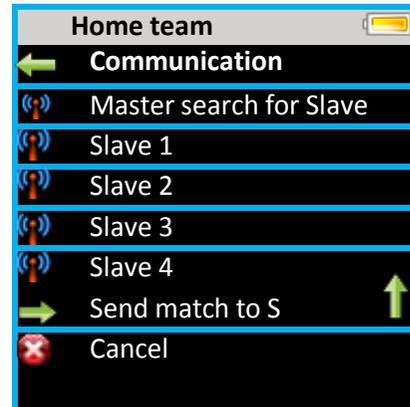
6. Function



7. Match menu



8. Communication



Press OK first on the PDA that will be Slaves and lastly

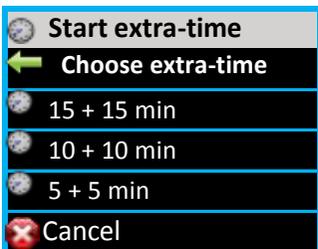
on the MASTER device the  icon will be visible after 10 -12s

9. Restart half time



"restart half time" applies to that half time last started

10. Extra-time



11. Report



12. Choose match time



13. Settings



Here we have chosen a black background with white text on the display that you can modify to suit your needs

14. Getting started

The first thing to do when you have received your SPINTSO PDA is to choose a four-digit PIN-code, set the date and the time clock.

Always use the OK-button to confirm a chosen event

15. Basic settings

Start SPINTSO PDA Hold down the on/off button for a few seconds.



To shut off the SPINTSO PDA : Hold down the On/off button until the square becomes completely red and the screen becomes white.

Shutting down



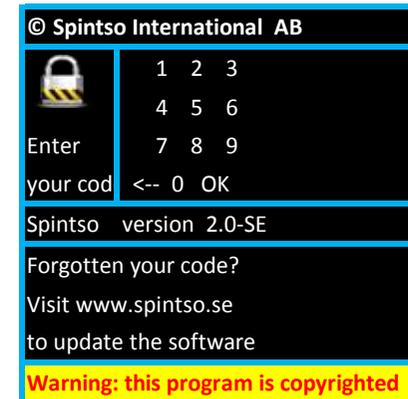
16. Choose your PIN-code

Choose a four-digit PIN-code using the arrows to navigate.

Exit using OK for every digit you have chosen and OK to access the main screen.

Want to change your code, do the following

Choose left arrow > Funktion > down too the settings > Reset PIN-Code, then select the new code



17. Set date

Choose left arrow > **Function** > **Settings** > Set date > Choose Year > Month > Day

Use the up/down arrows to change the date.



18. Set time clock

Choose left/right arrow > **Function** > **Settings** > Set time clock > Choose Hour > Minute

Use the up/down arrows to change the time.



19. Battery

SPINTSO PDA is delivered with a rechargeable Lithium-ion polymer battery. SPINTSO PDA may only be used with original batteries and accessories.

The performance of the battery depends on many factors: communication, temperature and the functions/settings you choose and use.

It takes approximately 6 hours to fully recharge the SPINTSO PDA . A loaded battery will last approximately 500 minutes.

When charging SPINTSO PDA with wall charger, it switches off automatically when you disconnect it from the charger, so in order to save battery capacity

Charge battery

Connect the USB-cable to a PC and to your SPINTSO PDA or wall charging.

NOTE ! Computers with an energy-save function will close down after a while and will then break the charging of the battery.

20. Choose match time

(will apply as default every time you start your SPINTSO PDA, until you choose another match time)

Choose H/G > Function > Match menu > Choose match time > OK



21.Match preparations

There are two ways to register those players participating in the match.

A) by downloading the team line-ups from your football association database if available.

See special instructions for this stage on our homepage www.spintso.se/product/Spintso-Fogis (Fogis is the Swedish database)

If you choose A, you can access the file from SPINTSO PDA in this way: Choose team >function> match menu> match from file>USB Media> TEAM>>>

22.Manual registration of player numbers

Register those numbers participating in the match.

(Even names and person numbers can be registered manually - optional function)

Add a number

Choose Home team > Add a player> Choose the no. of the player participating in the match>

Players starting a match are marked in a **green** colour and substitutes are marked in gray.

You can change any mistakes by pressing OK on the number again.

Number of players, respectively substitutes are noted at the bottom of the page.



| Players | Substitutes |
|----------|-------------|
| 1 2 3 | 1 2 3 |
| 4 5 6 | 4 5 6 |
| 7 8 9 | 7 8 9 |
| 10 11 12 | 10 11 12 |
| 13 14 15 | 13 14 15 |
| 16 17 18 | 16 17 18 |
| 08 03 | 00 00 |

You can move within the quick menu to the other team in order to add on their numbers.

23.Register players starting the match / substitutes

Choose Team> Choose player number >Scroll left to mark number > Choose In.

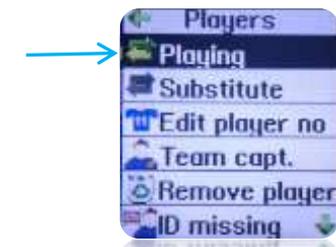
Starting players are marked by a **green** arrow. Substitutes are marked by a **gray** arrow in the team menu.

Substitutes are marked by a gray arrow.

(A substituted player is marked with a red arrow)

In Federation series there must be 11 players In + substitutes.

In series with so-called "flying" substitutes, all participating players must be marked as In.



24. Change player number

Choose team > Go to player's number > Go left to the number > OK > Choose Change player number > Choose number > OK
(a taken number is marked in red).



| Home team | | | | |
|-----------|----|----|----|----|
| 00 | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 |

25. Register team captain

Choose team > Go to player's number > Go left to the number > OK > Choose team captain > OK

28. Choose team colour

Choose team > Function > Match menu > Team colour > Choose colour > OK

You can also mark the colour of the team's uniform directly in the quick menu when you register player numbers. Go via the colour palette.

The colour is shown on the home screen/display as a frame around the team's short name. The team colour will also be visible in the heading row for events to be registered. It is a good idea to choose the main colour of the uniform/jersey of the team.



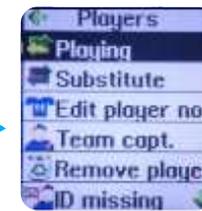
| Home team | |
|--------------------|-----------|
| Team colour (HT) | |
| | Red |
| | Green |
| | Light red |
| | Yellow |

29. Edit name

Choose team > Choose player number > scroll to *edit forename* >

Edit surname: as above > *edit surname*

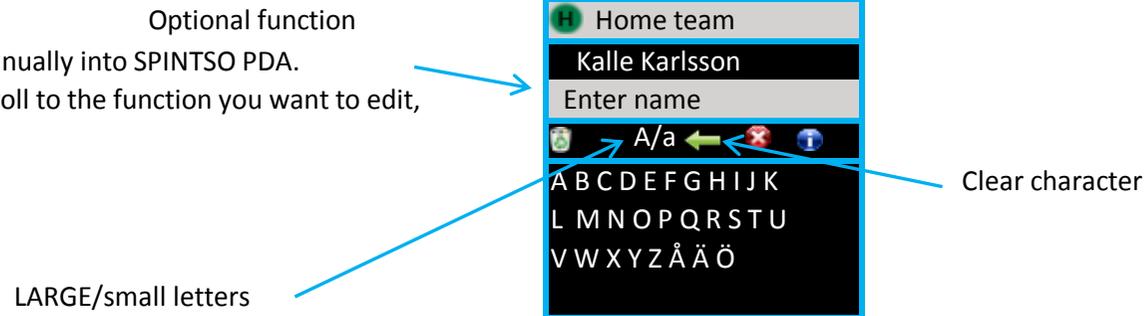
Edit person number as above > *edit personal no.*



30. Enter letters/numbers into SPINTSO PDA

Names and personal numbers can be entered manually into SPINTSO PDA.
Choose team > Function > Go to player > OK > scroll to the function you want to edit,
(forename/surname/person number)
Press OK after every letter/number chosen

Go to home screen via HOME



31. Edit team name, Short name /Long name

Begin by clearing the existing name by clicking on -->



Then enter the team name, as above with the player name.

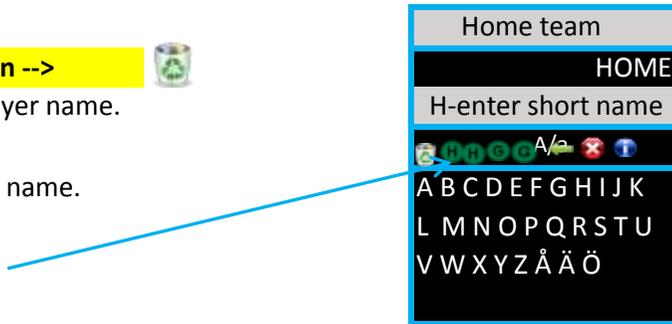
Do the same thing if you want to change the long name.

Change teams by using the quick menu.

HH= home team

GG= Guest team

Go to the home screen via HOME



32. Communication between devices

Before connecting the SPINTSO PDA devices together, you must agree on who will be responsible for the different notations during the match.

For example, who will note the goal kicker, warnings, player substitutes, etc.
In order to connect the devices, they must be a max distance of 1 metre radius, from each other.

A maximum of 5 devices can be connected A : Master (a M is shown on the screen of the Master device) can use all SPINTSO PDA functions.

All information registered in SPINTSO PDA is sent automatically to the different slave devices.

A **Master** controls the match time/stop times on all devices. A Slave can register all match events - but CANNOT start/stop the match time clock.

33. Connect the devices via the Bluetooth function

Choose H > Function > Settings > Communication >

Set the different devices in their respective positions they will be used as - Master, Slave 1-4.

NOTE ! Begin searching by pressing OK on the Slave devices ! and then press on Master search for Slave.

 this icon will be visible after 10-12 sec. on those devices concerned and M will also show how many are connected

Match information entered into a Master will be automatically sent to the Slave devices when they are connected to the current devices.

It may be that the devices sometimes lose contact, they find each other automatically. **So do NOTHING IF THE LOSE CONTACT**

Communication with vibrator between SPINTSO PDA devices

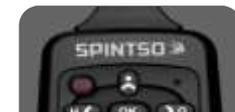
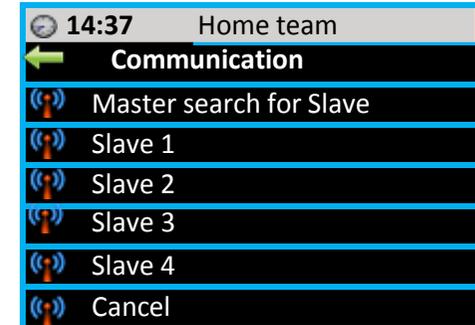
When the devices are connected, a Slave can draw the Master's attention by pressing *PROG* .

A flag is shown in the Master indicating which Slave is seeking contact This will be hidden after a few seconds

34. Kick-off team

Choose team > Function > Match menu > Kick-off team > Choose team > OK > Home

A small ball with 1st and 2nd will be shown above the team on the home screen.



35. Match time

Master (The referee) is that device which starts/stops the match time on all SPINTSO PDA by pressing on the TIME button

Start/stop of the match time clock

The match time clock starts with a vibration when you press on **Time**.

A green match time clock starts (1) and counts upwards; CANNOT be stopped.

A white time clock (2) starts at the same time and counts down the match time. This can be stopped by pressing Time. When the white time clock is stopped, the referee receives a vibration reminder every tenth second, until the time clock is restarted.

Restart the match time clock

If you happen to start the match/half time too early, you can restart it in the following way:

Choose left arrow > Function > Restart half time > OK > Home

Time for half time break

When the first half time is over, an extra time clock will be automatically started above the stop time, which shows how long the break has lasted. This function is automatically hidden when the match/half time is started.



36. REGISTERING MATCH EVENTS

Match events can be registered in TWO ways:

Either via the quick menu
or on respective player's row

Via the quick menu:

Choose team > Go to the event symbol > choose Player number > OK > Home

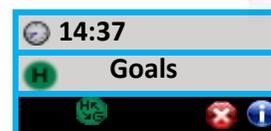
Via the team menu: see respective event below.



37. Goals

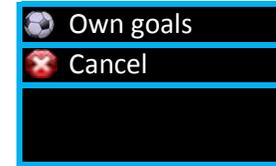
Choose team > Player number > type of Game goal > OK > Home

NOTE ! Own goals must be registered on a defence player.



i.e. on that player that kicked the ball into the goal.

Current results are shown on the home screen the nr of goals a player has made is shown on his row in the team menu.



38. Warning Yellow card

Choose team > Go down to the Player number > Type of Yellow card > OK > Home

A yellow card is marked in the team menu and the player's no is shown on the home screen.

You can warn many players at the same time, if necessary.

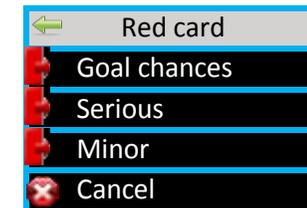
For a player's second warning/yellow card in the match, the screen will flash red and vibrate.



39. Player ordered off

Choose team > Player number > "Type" of penalty > OK > Home

A red card will be marked in the team menu, but the player's number will NOT be shown on the home screen. (the player is no longer in the game and may not be present in the Technical area)



40. Substitute player

A player substitution can only be registered when the match, i.e. *Time has been started*

Via the quick menu, you can prepare a substitution by placing the players in a



Substitution line-up. Choose team > Substitution icon > Player no. OUT> scroll **downwards** IN or go to the gray substitute icon > choose no. To apply substitution > Go to the icon >>> 

The event can also be registered on respective player's row in the team menu.

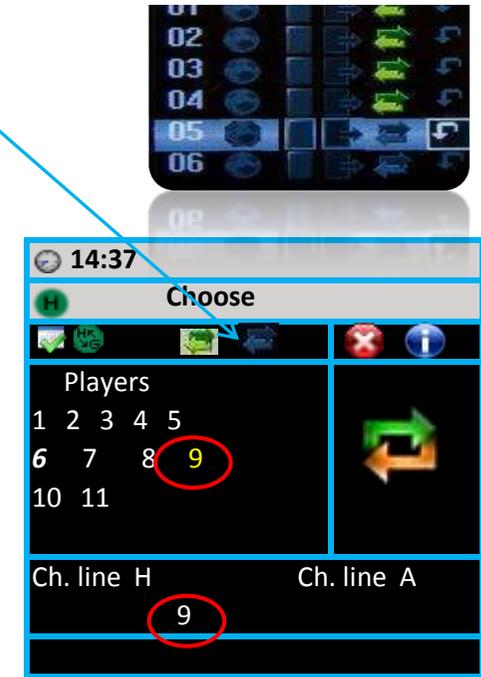
(A substituted player will be marked by a red arrow in the team menu)

(In series with free and so-called "flying" substitutions, this function is not required.)

41. Undo an event registration

Choose team > Go to player number > Go to the undo-icon > choose the event to be erased/undone by scrolling downwards > press OK when you have marked the correct event.
The event will no longer be visible on the display, but remains stored in the memory for match events.

Note, leadership mark appears only when you must reject them from the bench (red card)

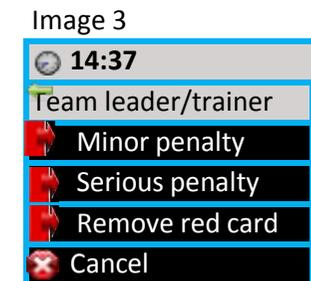
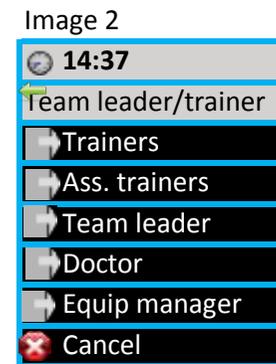
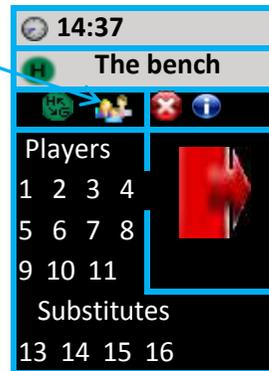


42. Red card for leaders

Choose team > Red card quick icon >OK > the "Bench"-icon > > choose who is to be given the red card (**image 2**)> OK

To undo a red card:

Choose team > Red card > the Bench-icon > choose the red card you want to undo > remove red card (**image 3**)

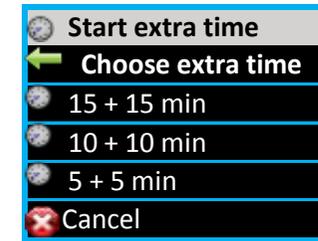


43. Extension/penalty kick game

Used when the ordinary + extra-time match is over and the match has finished as a draw, but must be decided.

44. Start extra-time

Choose team> Function>Match menu>Scroll to Start extra-time > choose according to match regulations >OK

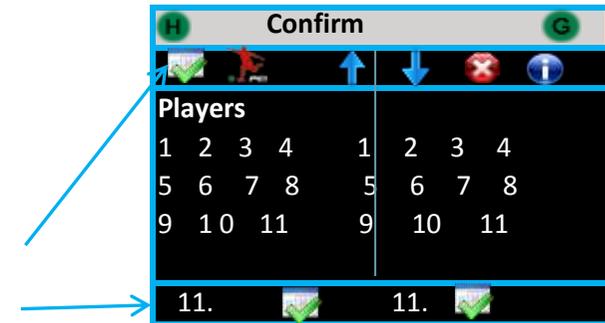


45. Penalty kick game

NOTE ! Before the penalty kick game begins, you must make sure that there are an equal number of players on each team ("settling"). This is done by removing one or more players from one of the teams by excluding them from the troupe.

Exclude players:

Choose team > Match menu > Show penalty menu > choose H o G > scroll to the number that is to be removed > OK> confirm. Here you can see how many players each team has before the penalty game begins.

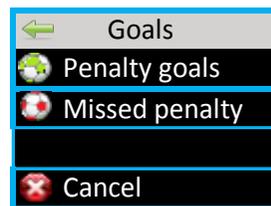


46. Note Goal/No goal during penalty kick game

Choose H/G > choose player no. > choose event > OK

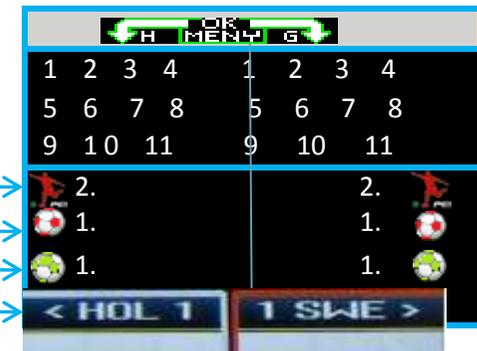
After every penalty kick, your will arrive at MENU

From here, you go to the next team, H/G.



Penalty menu

Penalties complete →
 Missed penalties →
 Penalty goals →
 Results →
 (incl. the results of the match)



47. After match

After the match, the referee may need to change an event in SPINTSO PDA, e.g. a goal or warning that has been registered on the wrong player number.



To change e.g. a goal kicker:

48. Show/edit Event

Choose team > Function > Reports > Show/edit event > Game goal > Change player number > No. > OK > Home

Show/edit results

Choose team > Function > Reports > Show results > Show/edit event > then choose the event to be edited

49. Walk-over

Choose team>Function>Reports>Show results > choose the team that cannot start

50. Voice recording/memory

Recording

The recording function starts automatically when SPINTSO PDA is turned on. To save a sound file, press on the recording button. (arrow upwards).

If many devices are connected, the recording will start simultaneously on ALL devices when you press the button on ONE of the devices.

A **red marking** (bar chart) by the battery indicator on the display shows that a recording is being made. The bar indicator is successively reduced during the recording time.

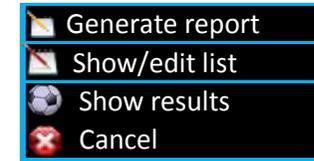
SPINTSO PDA saves approximately 30 sec. before the button is pressed and 30 sec. onwards in time.

NOTE! The function can only be used when you are on the HOME display/home screen. Do not hold the button down too long - it should only be pressed quickly !!

This function, as with many others in SPINTSO PDA, is an aid for you, as a referee. Use the function in a careful and reasonable way. Avoid a provoking attitude...

51. Play sound file

SPINTSO PDA can record approximately 5 hours, however we recommend that you always transfer recorded sound files to your computer after a match. You can listen directly on your PC by double-clicking on the icons for play or if you want to move the sound file to another sound player.



| Both teams | | |
|------------|----|--------------|
| H | G | |
| H | G | |
| 9 | 18 | Game goals |
| 07 | 38 | Warning |
| 11 | 68 | Substitution |

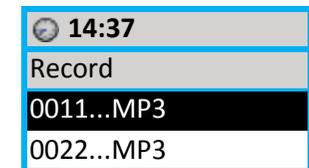
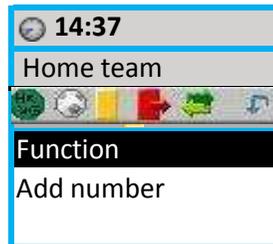


Use the headphones connected to your PC for the best results.

The dictaphone-function can be advantageously used to **improve** you as a referee, e.g. when you remind players/leaders or give warnings. If you then start the recording function, you can listen to how you reacted, in order to **develop**.

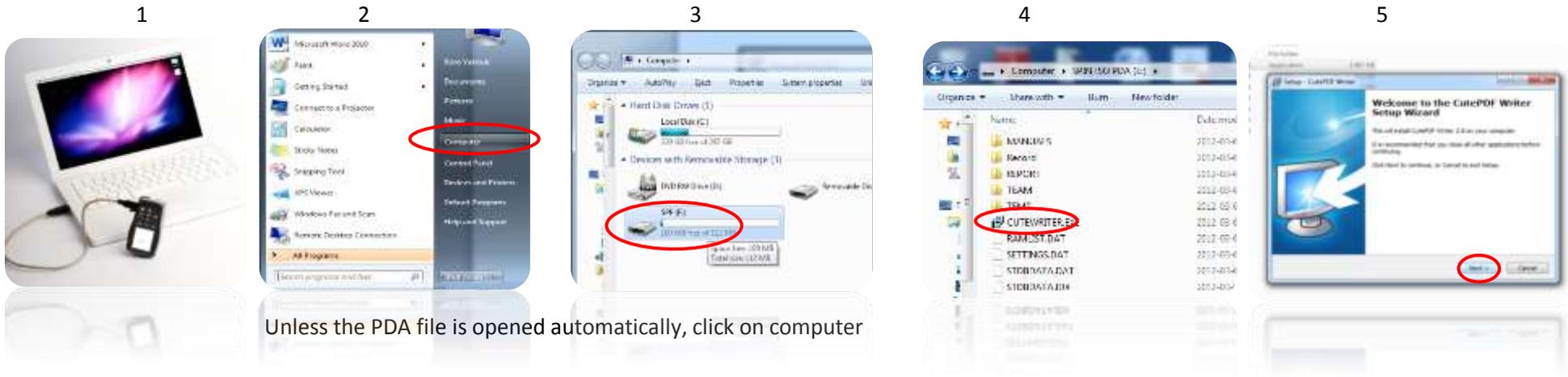
Connect SPINTSO PDA using the USB-cable included with your computer > Movable disc> Open the folder to view the files

Double-click on the folder **Record**, then click on the sound file you want to listen to.

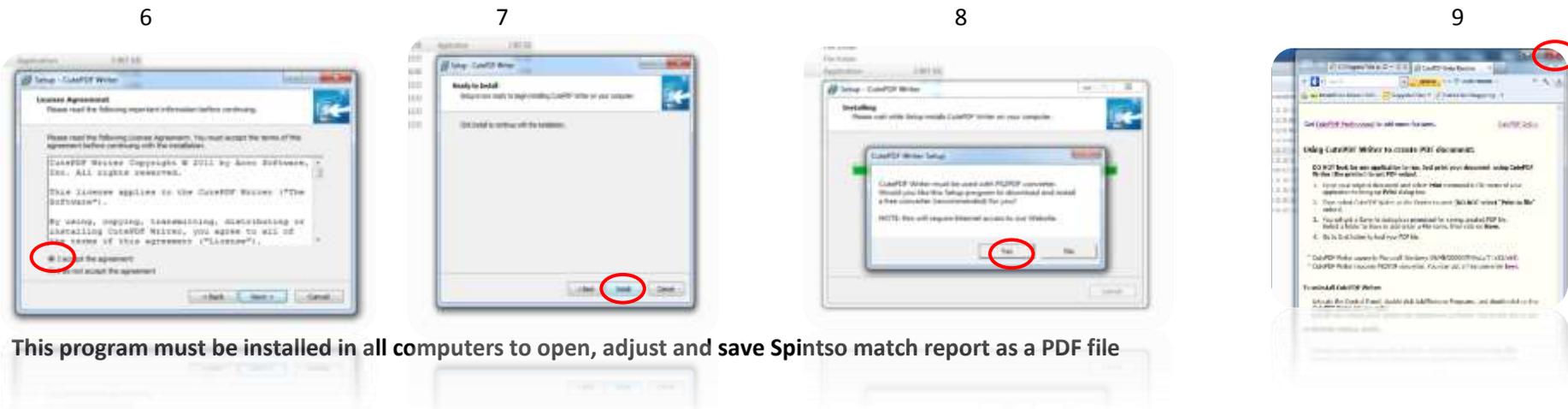


To be able to open, edit and save the match report as PDF, you must first install the program Cutewriter that you find in your PDA when you connect to your PC (see instructions below, you only need to do once per PC. It can also be downloaded from our website, www.spintso.com

52 .Install CuteWriter



Unless the PDA file is opened automatically, click on computer



This program must be installed in all computers to open, adjust and save Spintso match report as a PDF file

53. How to generate and save match report from SPINTSO PDA after a played match

Chose reports between accasion, time or show all and click on save To update, you must allow popup windows on your pc

1. Select H or G on PDA

2

3

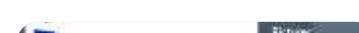
4

5

6



> finished game





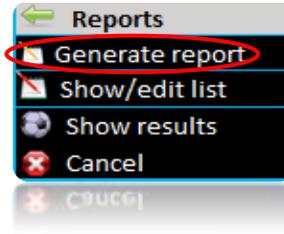
6



7



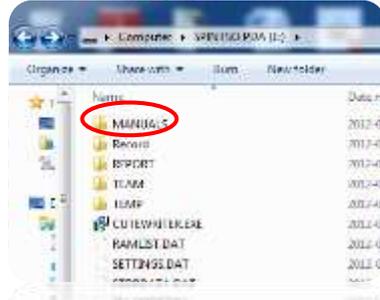
8



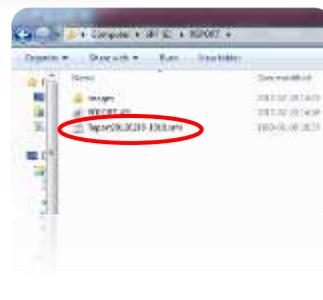
9. Make the adjustments



10. Chose reports, click update and save



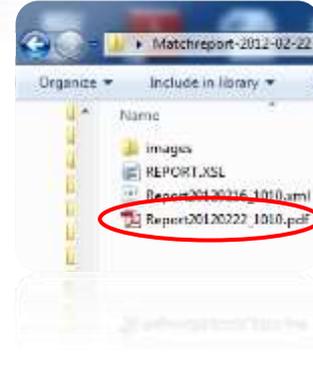
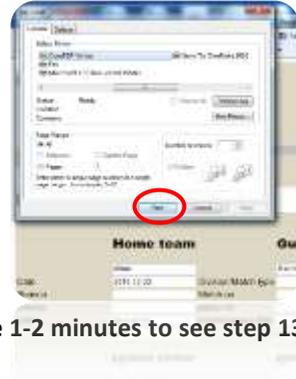
11. CuteWriter and print



12. Save as PDF



13. The saved PDF file can now be printed or sent by email



It may take 1-2 minutes to see step 13 (depends on which browser you use)

NOTE! The match report MUST be generated after the end of the match. Spintso must NOT be shut off before you have generated the report.

If you forget to generate the report, you can reread it the next time you start SPINTSO PDA, however we strongly recommend making a routine of always completing a match by using Generate report.

54. Spintso's own Match report

1. Select here to view the short or long report and update her





file:///F:/REPORT/Report20120224_1834.xml

2012-02-29



file:///F:/REPORT/Report20120224_1834.xml

2012-02-29



file:///F:/REPORT/Report20120224_1834.xml

2012-02-29

If your association makes use of databases where you as a referee can sign in to see which games you should referee ,it can download match file to your SPINTSO PDA,contact us for more information aboute this. info@spintso.se

55. Clear match data

When you clear match data, you remove all information about teams/the players that you have registered previously in your SPINTSO PDA.

Before doing this, you should be completely sure that data you want saved has been stored/transferred to a PC.

Choose team > Function > Match menu > *Clear match data* > Clear > Home

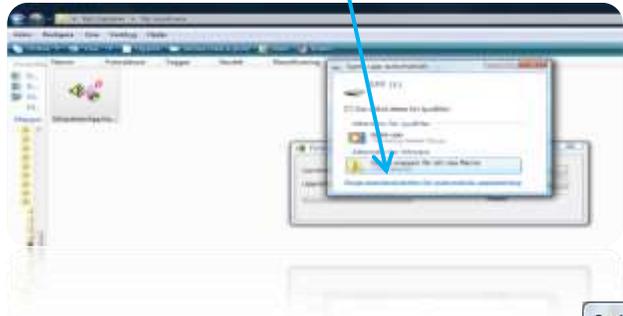
56.Download new software

Log in to www.spintso.com and follow the instructions below to download new software to SPINTSO PDA:

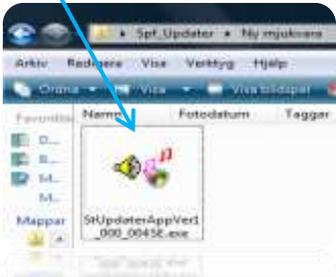
- 1.Click on the tab marked Product
- 2.Click on Manuals and Software Updates
- 3.Download ,save the software on the desktop or selected folder on your pc

When this window appears, connect your SPINTSO PDA to your computer using the supplied USB cable

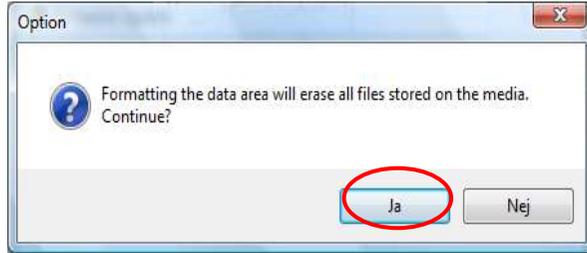
Close this window when it appears



Double click on StUpdaterAppVE file
The icon may look like a football as well

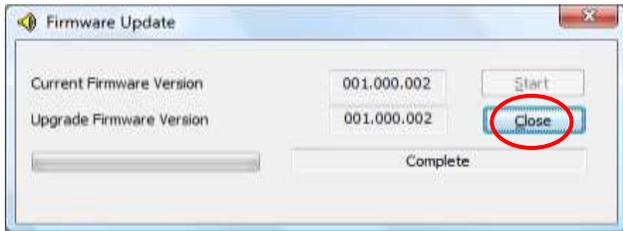


Press the Start button



Press Yes button if this box pops up

Do not touch the USB cable which the software is being downloaded!



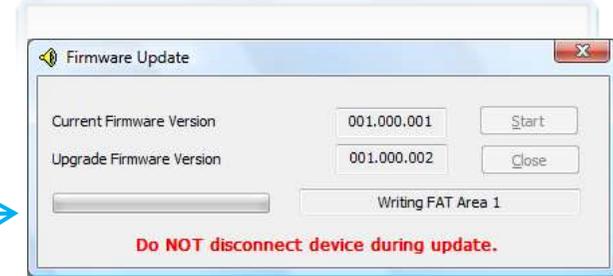
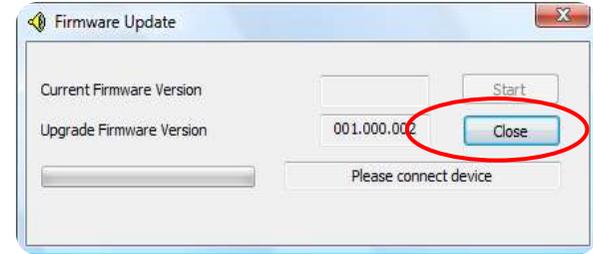
Close when the window shows complete

Now the software is installed in your SPINTSO PDA

You must reset the clock and date. You can even change the PIN code if you wish

57. New PIN Cod

If you have forgotten your PIN code ,you can go to the settings in SPINTSO PDA for switching to a new code.



58.

All information which is registered in your SPINTSO PDA is automatically saved in the memory

If you want to retrieve the same information which you had when you switched off your SPINTSO PDA, follow the instructions below:

Start your SPINTSO PDA and enter your code

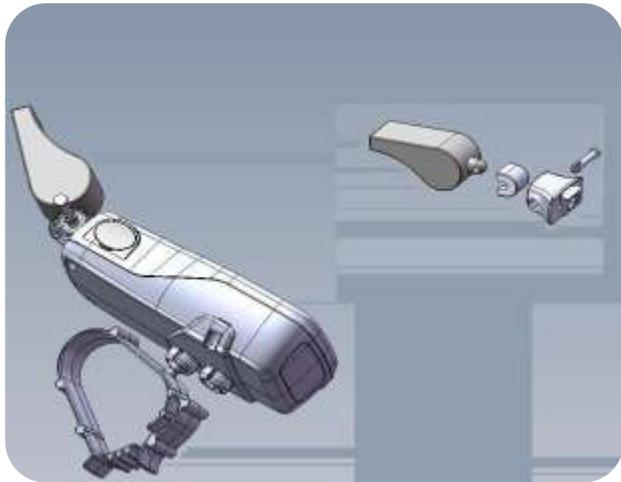
Press OK button for 2-3 sec when the test on the main screen asks if you want to retrieve the information



59. Attachments

If you wish to attach the whistle to your SPINTSO PDA an adapter is included which makes it simple to attach the whistle to the top of the unit

Three different attachments are included with the SPINTSO PDA and its adapter, one of which should suit your whistle



Spintso wrist strap



60. Reset Function

In the event that your SPINTSO PDA freezes, press and hold for 1-2 seconds a paperclip or similar object in the Reset button

After resetting in this way, you must reset all the basic settings, the date and clock, etc





61. Technical information

Weight , 65 g

Measurements

Communication

USB 2.0 with mass storage communication profile between your SPINTSO PDA and a PC

Storage – up to 128 MB of which 100 MB* is available for the storage of user files in the form of match reports and sound clips.

100 MB is equal to more than 500 minutes of voice recording or 1000 regular sized match reports

Bluetooth communication between SPINTSO PDA units

Voice memory

Recording of voice/speech in MP3 format

Battery

LI-Polymer 3.7 V/3.6 Wh – up to 5 hours of usage when fully charged

Display

1.8 inches, 128 x 160 resolution, 262,000 colours



* Changes to the product specification can occur without advance warning as this storage is used for both inbuilt program software as well as user files

Information about manual/instructions updates during the season will be available on www.spintso.se

When you purchase your SPINTSO PDA you will receive personal log-in details giving you access to the website via the email address you gave when you

purchased the unit. These details can be changed when you login to the website

62.

NB Read this information before uniting your SPINTSO PDA for the first time

Your SPINTSO PDA is an advanced electronic product. To get the most out of your unit please take a moment to read the following section about how you should care for and use your unit in the best possible way:

63.

Do not subject the product to extreme heat or cold

Do not subject the product to naked flames, cigarettes, cigars, fire, etc

The product must not be thrown or bent by force as aggressive handling will damage the product

The product must not be painted as this can clog the microphone, other moveable parts, and so prevent normal usage

You must not take apart the unit, its covering or internal electronics. Any seals broken will invalidate the guarantee. Service of units must be carried out by an authorised Spintso service centre

Take good care of the unit, keeping it clear and free from dust, to obtain the best performance

64.Power

Only connect the unit to the specified power sources

When removing the cable from a socket, take care that the cable is not damaged by pulling on the adapter rather than the cable

Make sure the cable will not cause accidents for others or will be damaged by others stepping on it

To minimise the risk of electric shock unplug the unit from all power sources before cleaning the charger or unit

The charger must not be used outside or in damp conditions

65.Charging the Battery

The battery supplied with the unit is not fully charged on delivery, so we recommend that you charge the battery for 5-6 hours before using it the first time.

The battery must only be charged at temperatures higher than +5°C (+41°F) and below +45°C (+113°F).

A rechargeable battery has a longer lifespan if used in the correct way.

Use only the recommended charger - use of other chargers can be dangerous and the unit is not guaranteed if damaged by the use of other chargers.
Do not subject the battery to extreme temperatures, never over +60°C (+140°F)
For the best battery capacity the unit should only be used under normal conditions.

66.

Your SPINTSO PDA is water resistant and functions well even in rain

The unit's cover has a double lining which makes it water resistant. You must not open the cover as this will invalid any guarantee.

67.Warranty

You have a two year warranty on your SPINTSO PDA

Complete information regarding guarantee and returns can be found on www.spintso.com

If you require any further advice or information, do not hesitate to contact us – info@spintso.se

Questions regarding the complaint or warranty, contact your place of purchase

SPINTSO INTERNATIONA AB
FORSKARGATAN 3
781 70 BORLÄNGE
PHONE: + 46243 190 90
E-MAIL: info@spintso.se
SWEDEN

