

# User Manual

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## Please Read Before Proceeding

**THIS DEVICE IS NOT FULLY CHARGED WHEN YOU TAKE IT OUT OF THE BOX.**

**DO NOT REMOVE THE BATTERY PACK WHEN THE DEVICE IS CHARGING.**

**YOUR WARRANTY IS INVALIDATED IF YOU OPEN OR TAMPER WITH THE DEVICE'S OUTER CASING.**

### PRIVACY RESTRICTIONS

Some countries require full disclosure of recorded telephone conversations, and stipulate that you must inform the person with whom you are speaking that the conversation is being recorded. Always obey the relevant laws and regulations of your country when using the recording feature of your Smartphone.

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727539, 746674, 747901; Austria Pat. Nos. AT225534, AT221222; Brazil P.I. No. 9609807-4; Canada Pat. Nos. 1,331,057, 2,227,904, 2,278,549, 2,302,595; Japan Pat. Nos. 3532780, 3492981; United Kingdom Pat. No. 2238414B; Hong Kong Standard Pat. No. HK1010924; Republic of Singapore Pat. Nos. 51383, 66959, 71976, 89076; European Pat. Nos. 0 842 463 (96927260.8), 1 010 057 (98903671.0), 1 018 069 (98950708.2); Republic of Korea Pat. Nos. KR201211B1, KR226206B1, 402252, 552085; People's Republic of China Pat. No. ZL96196739.0; Mexico Pat. Nos. 208141, 216023, 218409; Russian Federation Pat. Nos. 2206118, 2214620, 2221268; New Zealand Pat. No. 519928; and additional patents are pending worldwide.

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## Important Health Information and Safety Precautions

When using this product, the safety precautions below must be taken to avoid possible legal liabilities and damages. Additional safety information can be found in the Appendix at the end of the user manual.

Retain and follow all product safety and operating instructions. Observe all warnings in the operating instructions on the product.

To reduce the risk of bodily injury, electric shock, fire and damage to the equipment, observe the following precautions.

### ELECTRICAL SAFETY

This product is intended for use when supplied with power from the designated battery or power supply unit. Other usage may be dangerous and will invalidate any approval given to this product.

### SAFETY PRECAUTIONS FOR PROPER GROUNDING INSTALLATION

CAUTION – Connecting to an improperly grounded equipment can result in an electric shock to your device.

This product equipped with a USB Cable for connecting with desktop or notebook computer. Be sure your computer is properly grounded (earthed) before connecting this product to the computer. The power supply cord of a desktop or notebook computer has an equipment-grounding conductor and a grounding plug. The plug must be plugged into an appropriate outlet which is properly installed and grounded in accordance with all local codes and ordinances.

### SAFETY PRECAUTIONS FOR POWER SUPPLY UNIT

#### • Use the correct external power source

A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

#### • Handle battery packs carefully

This product contains a Li-Ion or Li-Ion Polymer battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60°C (140°F).

**WARNING!** Danger of explosion if battery is incorrectly replaced. To reduce risk of fire or burns, do not disassemble, crush, puncture, short external contacts, expose to temperature above 60°C (140°F), or dispose of in fire or water. Replace only with specified batteries. Recycle or dispose of used batteries according to the local regulations or reference guide supplied with your product.



### SAFETY PRECAUTIONS FOR DIRECT SUNLIGHT

Keep this product away from excessive moisture and extreme temperatures. Do not leave the product or its battery inside a vehicle or in places where the temperature may exceed 60°C (140°F), such as on a car dashboard, window sill, or behind a glass that is exposed to direct sunlight or strong ultraviolet light for extended periods of time. This may damage the product, overheat the battery, or pose a risk to the vehicle.

## PREVENTION OF HEARING LOSS

**CAUTION** – Permanent hearing loss may occur if earphones or headphones are used at high volume for prolonged periods of time.

Turn down the volume before using headphones or other audio devices. An excessive sound volume level could cause damage to your hearing.

## SAFETY IN AIR CRAFT

Due to the possible interference caused by this product to an aircraft's navigation system and its communications network, using this device's phone function on board an airplane is against the law in most countries. If you want to use this device when on board an aircraft, remember to turn off your phone by switching to Flight Mode.

## ENVIRONMENT RESTRICTIONS

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, fuel storehouses, below deck on boats, chemical plants, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

## EXPLOSIVE ATMOSPHERES

When in any area with a potentially explosive atmosphere or where flammable materials exist, the product should be turned off and the user should obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Users are advised not to use the equipment at refueling points such as service or gas stations, and are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants, or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. These include fueling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

## ROAD SAFETY

Vehicle drivers in motion are not permitted to use telephony services with handheld devices, except in the case of emergency. In some countries, using hands-free devices as an alternative is allowed.

## SAFETY PRECAUTIONS FOR RF EXPOSURE

- Avoid using your device near metal structures (for example, the steel frame of a building).
- Avoid using your device near strong electromagnetic sources, such as microwave ovens, sound speakers, TV and radio.
- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

## INTERFERENCE WITH MEDICAL EQUIPMENT FUNCTIONS

This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.

If you use any other personal medical device, consult the manufacturer of your device to determine if it is adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn the phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

## HEARING AIDS

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

## NONIONIZING RADIATION

Your device has an internal antenna. This product should be operated in its normal-use position to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards, always use your device only in its normal-use position. Do not touch or hold the antenna area unnecessarily when placing or receiving a phone call. Contact with the antenna area may impair call quality and cause your device to operate at a higher power level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.

# General Precautions

### • Heed service markings

Except as explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside the device should be done by an authorized service technician or provider.

### • Damage requiring service

Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:

- Liquid has been spilled or an object has fallen into the product.
- The product has been exposed to rain or water.
- The product has been dropped or damaged.
- There are noticeable signs of overheating.
- The product does not operate normally when you follow the operating instructions.

### • Avoid hot areas

The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.

### • Avoid wet areas

Never use the product in a wet location.

### • Avoid using your device after a dramatic change in temperature

When you move your device between environments with very different temperature and/or humidity ranges, condensation may form on or within the device. To avoid damaging the device, allow sufficient time for the moisture to evaporate before using the device.

**NOTE** When taking the device from low-temperature conditions into a warmer environment or from high-temperature conditions into a cooler environment, allow the device to acclimate to room temperature before turning on the power.

- **Avoid pushing objects into product**

Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.

- **Mounting Accessories**

Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.

- **Avoid unstable mounting**

Do not place the product with an unstable base.

- **Use product with approved equipment**

This product should be used only with personal computers and options identified as suitable for use with your equipment.

- **Adjust the volume**

Turn down the volume before using headphones or other audio devices.

- **Cleaning**

Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

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# Chapter 1

## Getting Started

### 1.1 Getting to Know Your Phone and Its Accessories

#### 1.2 Installing the Battery

#### 1.3 Installing a microSD Card

#### 1.4 Turning On and Off the Phone

#### 1.5 The Home Screen

#### 1.6 Programs on Your Phone

#### 1.7 Start Menu

#### 1.8 Quick List







#### 1.9 Entering Information

#### 1.10 Battery Information

#### 1.11 Status Indicators

# 1.1 Getting to Know Your Phone and Its Accessories



Item	Function
<b>1. Speaker</b>	Listen to phone call.
<b>2. LED Indicators</b>	The left LED indicator (green/red/amber) notifies you of the battery and network status of your phone, while the right LED indicator (blue) notifies you of Bluetooth connectivity status. For more information about LED Indicators, see the table at the end of this section.
<b>3. Display Screen</b>	
<b>4. NAVIGATION CONTROL/ENTER</b>	Use to scroll left, right, up, or down. Press the center to use as the ENTER button..
<b>5. Left SOFT KEY</b>	Press to perform the command shown in the label above the button.
<b>6. TALK</b>	Press to dial a phone number or answer a call. Press and hold to activate/deactivate speakerphone mode.
<b>7. HOME</b>	Press to go to the Home screen or press and hold to open Comm Manager.
<b>8.  Key</b>	Press and hold to retrieve your voice mails.
<b>9.  Key</b>	Press to type a single capital letter. Press the FN key then this key to type in all caps.
<b>10.  Key</b>	Press once to let you type symbols (characters in Amber) and enter numbers in text fields. Press twice for continuous symbol or number entries.
<b>11.  Key</b>	Press to open the Symbol table (when typing text).
<b>12.  Key</b>	Press to open Internet Explorer Mobile.
<b>13.  Key</b>	Press to open Internet Explorer Mobile.
<b>14. BACK</b>	Press to go back to the previous screen, or backspace over characters.
<b>15. END</b>	Press to end a call, or press and hold to lock the phone keypad and the keyboard.
<b>16. Right SOFT KEY</b>	Press to perform the command shown in the label above the button.
<b>17. Light Sensor</b>	Sense dark conditions and activate a backlight under the keypad and the QWERTY keyboard automatically, glowing in dark.
<b>18. POWER</b>	Press (about 3 seconds) to turn on and off the phone. Or press and quickly release the POWER button to display the Quick List, which allows you to change profiles, open Comm Manager, and enable/disable lock feature.
<b>19. CAMERA</b>	Press and hold to open the Camera program. If already running, press to capture an image or start recording a video clip.
<b>20. Infrared Port</b>	Lets you exchange files or data with other devices wirelessly.
<b>21. microSD Slot</b>	Insert a microSD memory card for storing data.
<b>22. Back Cover</b>	Remove to insert or replace battery.
<b>23. Speaker</b>	Listen to audio media or phone call when using speakerphone mode.
<b>24. Camera lens</b>	2.0 Megapixels camera lens.
<b>25. Car Antenna Connector</b>	Connect your phone to the car antenna while in a car to have better reception quality.
<b>26. Jog Wheel</b>	While on the Home screen or using applications, scroll up or down to navigate through menus or program instructions; press the wheel to carry out a selection. During a call or while playing music, scroll up or down to adjust the sound volume.
<b>27. Back Button</b>	Press to go back to the previous screen, or backspace over characters.
<b>28. Strap Holder</b>	Attach a strap for carrying your device.
<b>29. Earphone/ Microphone Jack</b>	Connect a 2.5 mm stereo earphone to listen to audio media, or connect the phone's hands-free kit.
<b>30. Sync Connector</b>	Use for synchronizing data and recharging the battery.
<b>31. Microphone</b>	Speak into the microphone when receiving or making a phone call or during voice recording.

## LED indicator lights

Various colors that might display in the two LED Indicators are summarized here.

Left LED	Status
<b>Solid green</b>	Battery is fully charged.
<b>Blank</b>	Battery case is empty or the phone is off.
<b>Solid amber</b>	Battery is charging or the phone is using ActiveSync to synchronize with a PC.
<b>Solid red</b>	Battery is not installed while the phone is charging/synchronizing or battery is over-discharged.
<b>Flashing green</b>	Phone is connected to the network.
<b>Flashing red</b>	Battery very low (less than 5%) or battery fault. Check if the battery is properly installed and its exposed copper part is properly aligned with the protruding copper conductor of the phone body.
Right LED	Status
<b>Flashing blue</b>	Bluetooth mode set to "On" or "Visible" mode.
<b>Flashing green</b>	Wi-Fi connected.

## Accessories

The following accessories are provided with the phone:

Accessory	Function
<b>1. AC Adapter</b>	Recharges the battery.
<b>2. USB Sync Cable</b>	Connects your device to a PC and synchronizes data.
<b>3. Mini-USB Stereo Headset</b>	Provides a volume control slider and a Send/End button. Press the Send/End button to pick up a call or put a call on hold; press and hold the button to end the call.
<b>4. Pouch</b>	Comes with belt clip. Store your device in the pouch to keep it away from dust and scratches..
<b>5. 2.5 mm Stereo Headset</b>	Connect this headset to listen to audio media.

## 1.2 Installing the Battery

1. Slide the back cover to release it.
2. Insert the battery by aligning the exposed copper part of the battery pack with the protruding copper conductor.
3. Gently push the battery into place.
4. Replace the back cover.

## 1.3 Installing a microSD Card

You can install a microSD (Secure Digital) card in your phone to have an alternative storage place for your images, video, music, and other phone data.

- Pry open the rubber/fiber cover (if any) of the microSD slot on the side of the phone.
- Insert the microSD card into the slot with its gold contacts facing up.  
To remove, press the microSD card to pop it out of the slot.

**Note** A microSD card is not included in the box.

## 1.4 Turning On and Off the Phone

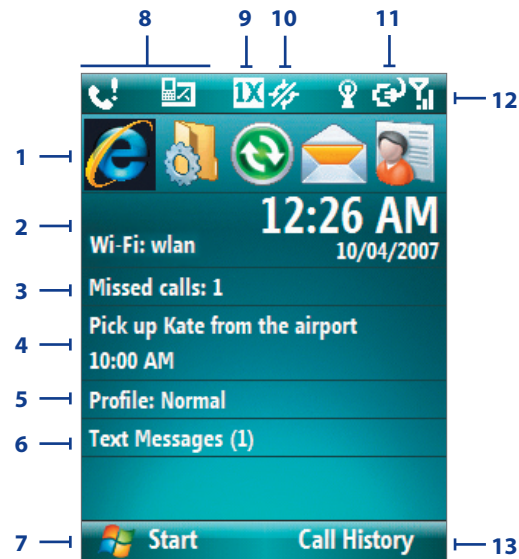
Press and hold the POWER button for about 3 seconds to turn on or off the phone.



## 1.5 The Home Screen

The Home screen displays important information, such as upcoming appointments, status indicators, the current date, time, and profile, and icons of programs that you have recently used. You can open a program directly by selecting its icon and pressing ENTER.

- To access the Home screen from anywhere, press HOME.
  - To customize the Home screen display, including the background, click **Start > Settings > Home Screen**.
1. Select a recently-used program, and open it directly from the Home screen.
  2. Displays the name of your wireless service provider, Wi-Fi connectivity status, current date, and time. Click to open Comm Manager.
  3. Click to view the details of a missed call.
  4. Click to view the details of your next appointment.
  5. Displays the current Profile being used. Click to change the current Profile.
  6. Displays the new messages that you have received. Click to open the Messages folder.
  7. Click to display all program icons.
  8. Displays notifications, such as missed calls or new messages.
  9. Displays the available network or connectivity status.
  10. Displays the location settings.
  11. Displays the power status.
  12. Displays the network signal strength.
  13. Click to open Contacts, Call History, or Messages.



Home Screen

## 1.6 Programs on Your Phone

The following table lists icons of the programs that are already installed on your phone.

Icon	Program	Description
	<b>ActiveSync</b>	Synchronizes information between your phone and PC.
	<b>Adobe Reader LE</b>	View PDF files.
	<b>Bluetooth Explorer</b>	Searches for other Bluetooth devices that have file sharing enabled and allows you to access their Bluetooth shared folder.
	<b>Bluetooth Settings</b>	Allows you to configure Bluetooth settings.
	<b>Calculator</b>	Do basic arithmetic and calculations.
	<b>Calendar</b>	Keeps track of your appointments, and creates meeting requests.
	<b>Call History</b>	Keeps track of all phone calls made, received, and missed.
	<b>Camera</b>	Captures photos in various modes.
	<b>Clear Storage</b>	Clears the memory and restores the phone back to factory default settings.
	<b>Comm Manager</b>	A central switch where you can manage phone and connection settings.



Icon	Program	Description
	<b>Contacts</b>	Keeps track of contact information.
	<b>Excel Mobile</b>	Lets you open, view, edit, and save Excel worksheets on your phone.
	<b>File Explorer</b>	Organize and manage files and folders.
	<b>Games</b>	Play two games: Bubble Breaker and Solitaire come with your phone.
	<b>Get Applications</b>	Links you to a web site where you can purchase and download programs that you can install on your phone.
	<b>Internet Explorer</b>	Browse Web and WAP sites, and to download new programs and files from the Internet.
	<b>Java</b>	Download and install Java-based applications, such as games and tools, on your phone.
	<b>Messaging</b>	Send and receive e-mails, MMS, and text messages.
	<b>Messenger</b>	Connect to the Windows Live Messenger service.
	<b>Modem Link</b>	Activates your phone as a modem for your PC.
	<b>MP3 Trimmer</b>	Trim an MP3 file to a desired length.
	<b>Pictures &amp; Videos</b>	Collects, organizes, and sorts media files.
	<b>PowerPoint Mobile</b>	Lets you open, view, and save PowerPoint files on your phone.
	<b>Settings</b>	Personalize your phone to suit the way you use it.
	<b>Speed Dial</b>	Create speed dial entries for dialing frequently-called phone numbers or for opening frequently-accessed programs.
	<b>Task Manager</b>	Keeps track of all running programs on your phone.
	<b>Tasks</b>	Keeps track of your tasks.
	<b>Text Messages Retry</b>	Queues and resends SMS messages that could not be delivered.
	<b>Video Recorder</b>	Captures video clips in various modes and duration.
	<b>Voice Notes</b>	Create short voice recordings.
	<b>Voice Recorder</b>	Record a voice clip and quickly send it over MMS.
	<b>Voice Speed Dial</b>	Lets you open a program or call a contact using voice recognition.
	<b>Windows Live</b>	Connect and use the Windows Live services.
	<b>Windows Media Player</b>	Play back video and audio files.
	<b>Wireless Sync</b>	This software from Verizon Wireless allows you to synchronize and view e-mails and access information, such as appointments, contacts, tasks, etc. that are stored on your phone.
	<b>Word Mobile</b>	Lets you open, view, edit, and save Word documents and text files on your phone.

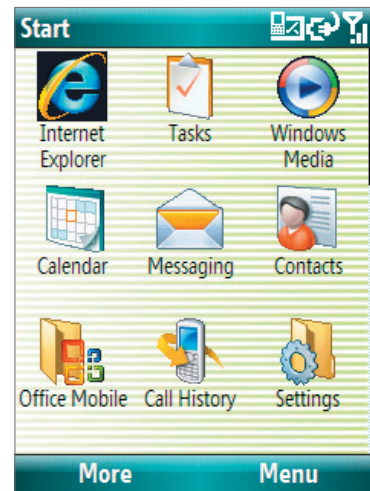
## 1.7 Start Menu

The Start menu is located at the bottom-left corner of the Home screen and displays various program icons that are spread across one or more screens.

### To see the available programs in the Start menu

On the Home screen, click **Start**. To see more programs, click **More** or use the NAVIGATION CONTROL.

Your phone comes with several bundled programs that you can start using immediately. You can also install additional programs from the included Windows Mobile® Getting Started Disc or from the Internet, or purchase mobile phone software from retail stores and install them on your phone.



Start menu

## 1.8 Quick List

The Quick List offers convenient access to a list of functions, such as locking your phone, and keyboard, opening Comm Manager, and choosing a different profile. For more information about profiles, see Chapter 4.

### To access the Quick List









1. Briefly press (press and quickly release) the POWER button. Please note that pressing and holding the POWER button turns off the phone.
2. Scroll through the list and select the desired option. Then, do any of the following:
  - Click **Select**.
  - Press ENTER.
  - Press the corresponding number on the QWERTY keyboard.
3. To exit the Quick List at any time, click **Cancel**.

## 1.9 Entering Information

You can enter text, numbers, and symbols using the QWERTY keyboard. When you select a field that requires entering text or numbers, the phone automatically selects the appropriate input mode. The status indicator on the top-right side of the display screen displays the input mode that you are currently using.

<b>abc</b>	Lowercase text input
<b>ABC</b>	Uppercase text input, caps lock
<b>ABC</b>	Uppercase text input
<b>12#</b>	Numeric or symbol (labeled in blue color) input, locked <b>(Keyboard only)</b>
<b>12#</b>	Numeric or symbol (labeled in blue color) input
<b>xT9</b>	XT9 text input mode, lowercase
<b>Xt9</b>	XT9 text input mode, uppercase
<b>Xt9</b>	XT9 text input mode, caps lock



You can do the following with the QWERTY keyboard:

- To type lowercase letters, press the keys using your thumbs or fingers.
- To use all uppercase letters, press  first and then press . To change back to all lowercase letters, press these buttons again.
- To use a single uppercase letter, press  and then press the corresponding key.
- To enter a number or symbol (labeled in green), press  and then press the corresponding key.
- To open the Symbol table while entering text, press .
- Press and hold  to access your voicemail. Your voicemail number must be set up for this to work. To check, click **Start > Settings > Phone > Call Options** and check **Voice mail number**.
- Press  to launch Internet Explorer Mobile.
- Press  to launch Messaging.

## Using XT9 mode

To form a word in XT9 mode, press the keys that contain the letters you want. As you enter letters, XT9 analyzes your keypresses and attempts to complete the word. XT9 also tries to predict your next word based on previous sentences you have typed.

### To enter text in XT9 mode

1. Press  and then press .
2. On the menu, select **XT9 English**.

**Note** You can choose a different XT9 language (if available) by selecting **Language**, and then choosing the language you want.

While typing, words will appear at the bottom of the screen. Use the NAVIGATION CONTROL to choose the word you want to insert then press ENTER.

## 1.10 Battery Information

Battery performance depends on many factors, including your wireless service provider's network configuration, signal strength, the temperature of the environment in which you operate your phone, the features and/or settings you select and use, items attached to your phone's connecting ports, and your voice, data, and other program usage patterns.

Battery life estimates (approximations):

- Talk time: Up to 3.5 hours
- Standby time: Up to 212 hours
- Playing WMV: Up to 8 hours
- Playing WMA: Up to 12 hours

**WARNING!** To reduce risk of fire or burns:

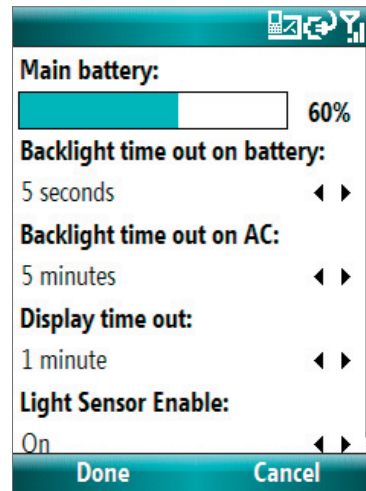
- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush, puncture, short external contacts, or dispose of in fire or water.
- Do not expose to temperatures above 60°C (140°F).
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used battery as stipulated by local regulation.

### To check the battery power

- On the Home screen, click **Start** > **Settings** > **Power Management**.

### To optimize the power performance

- On the Home screen, click **Start** > **Settings** > **Power Management**, and adjust the backlight, display, and light sensor settings.



### To manage a low battery

When the low-battery warning appears, do the following:

- Immediately save your current data.
- Synchronize with your PC or use the AC adapter to charge the battery.
- Turn off your phone. Turn it back on only when you need to use it.

**Note** If you turn off the Phone function when you are out of your network coverage area, the phone automatically goes to the power-save mode and displays the following message:

**Power-Saved Mode**  
**Press any number key to exit**

In this mode, your phone conserves the battery power. To quit this mode, press any number key on the keypad.

### To charge the battery

New batteries are shipped partially charged. Before you start using your phone, it is recommended that you install and charge the battery. Some batteries perform best after several full charge/discharge cycles.

You can charge the battery in two ways:

- Connecting your phone directly to an external power source with the AC adapter.
- Connecting your phone to a PC via the provided USB Sync cable or Splitter cable/adaptor.

#### **WARNING!**

- Do not remove the battery from the phone while you are charging it using the AC adapter.
- As a safety precaution, the battery stops charging when it overheats.

## 1.11 Status Indicators

The following table lists common status indicators with their description.

Icon	Description	Icon	Description
	New SMS message		Microphone muted
	New e-mail message		Bluetooth headset connected
	Roaming		1xRTT available (1xRTT, 1 times Radio Transmission Technology, is the third-generation data service)
	New MSN Messenger message		EVDO available (EVDO, Evolution Data Optimized, is a high speed data service for wireless broadband and quick Internet access)
	Incoming voice call		Lowercase text input
	Voice call in progress		Uppercase text input, caps lock
	Data call in progress		Uppercase text input
	Missed call		Numeric or symbol (labeled in red color on keyboard) input, locked
	Battery level		Numeric or symbol input (labeled in red color on keyboard)
	Low battery		XT9 text input mode, lowercase
	Very low battery		XT9 text input mode, uppercase
	Battery charging		XT9 text input mode, caps lock
	No battery or battery fault		Ringer off
	Signal strength		Speakerphone on
	Radio connected or no signal		Vibrate call alert
	Radio off		Location settings off
	Voice privacy currently unavailable		Location settings on
	Voice privacy available and turned on		Bluetooth On or Visible mode
	Sync error		



# Chapter 2

## Using Phone Features

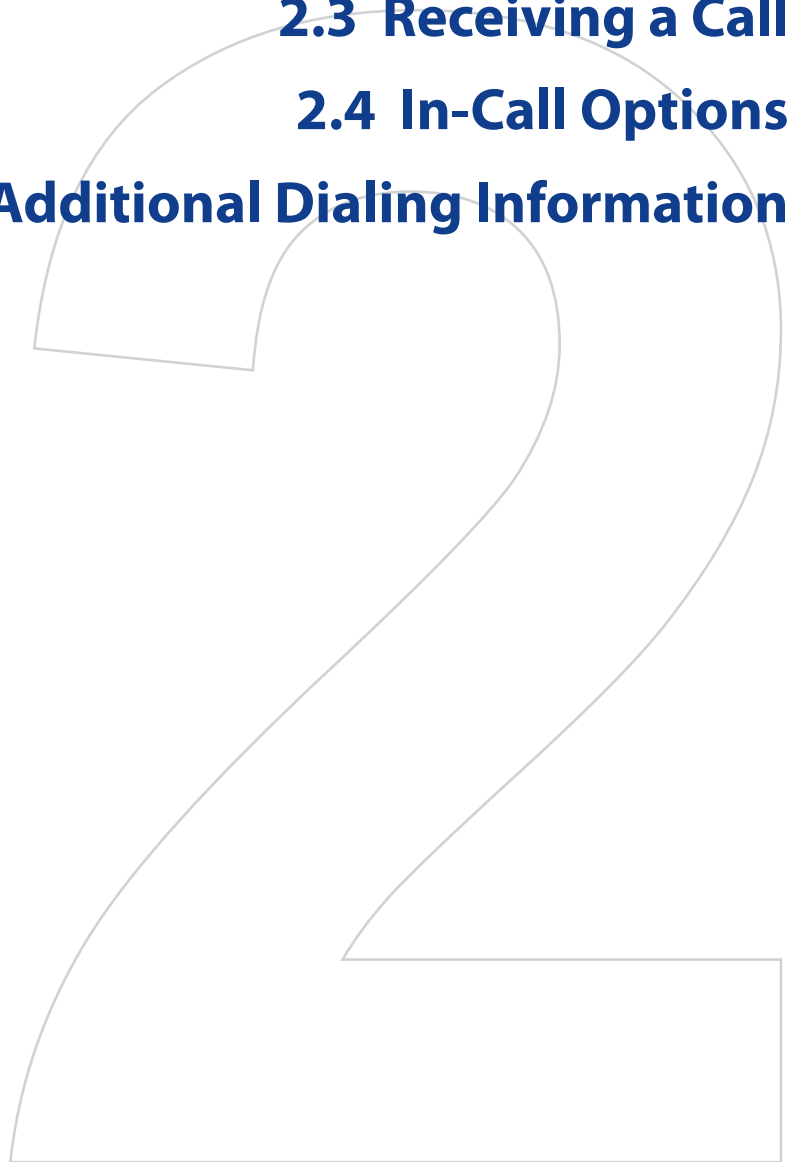
**2.1 Using the Phone**

**2.2 Making a Call**

**2.3 Receiving a Call**

**2.4 In-Call Options**

**2.5 Additional Dialing Information**




## 2.1 Using the Phone

You can use your phone to make, receive, and keep track of voice calls, and send text messages (SMS, Short Message Service) and e-mail messages. You can also dial a phone number directly from Contacts.

### Access the Phone screen

From the Phone screen, you can open, call, or find a contact, and even save a new number in Contacts. To access the Phone screen, do any of the following:


- Press TALK (  ).
- Directly enter the phone number by pressing numeric keys on the phone keypad or the QWERTY keyboard.

### Set ring tones

You can choose how to be notified for incoming calls, reminders, new messages, alarms, and more.

#### To set a ring tone for incoming calls

1. On the Home screen, click **Start > Settings > Sounds**.
2. In the Ring tone list, select a ring tone.
3. Click **Done**.


If you select **Vibrate**, the sound is muted and the phone will vibrate when you receive a call. The Vibrate icon () appears in the title bar. Selecting **None** in the Ring tone list mutes the phone. For more information about sounds, see “Choose how to be notified about events or actions” in Chapter 4.

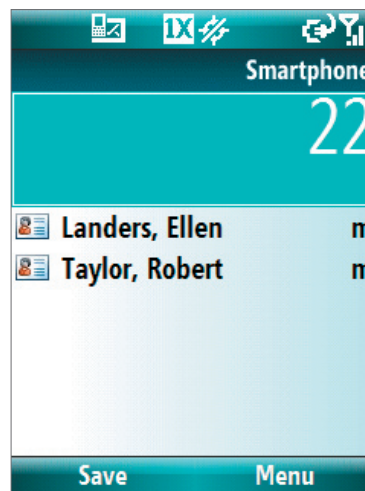
**Note** To adjust the earpiece volume during a call, use the volume adjustment slider on the phone's side panel. Adjusting the volume at any other time can affect the ring, notification and MP3 sound levels.

## 2.2 Making a Call

With your phone, you can make calls from the Home screen, the Phone screen, from Contacts, Speed Dial, or Call History.

### Make a call from the Home screen

- Enter the phone number by pressing keys on the phone keypad or the QWERTY keyboard, and press TALK (  ).
- Press the BACK button or Del key if you need to backspace.



Phone screen



**Tip** You will notice that when you press a key on the phone keypad or the QWERTY keyboard, a list of names and numbers is displayed as your phone searches Contacts, Call History, and Speed Dial entries to find a matching name or number. When you see the number or name of the person you want to call, select it, and press TALK (📞).

## Make a call from Contacts

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the desired contact, and press TALK (📞).

You can also select the desired contact in the contact list, and press the ENTER button twice (once to view the contact details, and once to dial the associated number).

### To specify the number to dial

By default, the mobile telephone number (m) of a contact is dialed when you make a call from Contacts; however, you can choose to dial a different phone number.

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the contact.
3. Press NAVIGATION left or right. The letter representing the number changes to m (mobile), w (work), or h (home).

You can also select a contact in the contact list, and press ENTER to view details and different numbers associated with the contact. Select a number and press TALK (📞) or press ENTER to dial the number.

- You may also access the contact list by clicking **Contacts** on the Home Screen.
- To view or edit information associated with the selected contact, click **Menu > Edit**.

## Make a call from Call History

1. On the Home screen, click **Start > Calls > Call History**.
2. Select a name or number, and press TALK (📞).

In the Call History screen, press ENTER to view details, such as the dialed, missed, or received call, call duration, date, and time. Pressing ENTER again dials the associated number.

### To customize calls

You can select various options on the Call History screen to customize and filter the calls made, received, or missed.

- To find a name or number in Contacts, click **Menu > Find Contact**.
- To send a text message, click **Menu > Send Text Message**.
- To send an e-mail, click **Menu > E-mail**.
- To find the duration of a call, click **Menu > View Timers**.
- To remove a call or number from Call History, click **Menu > Delete**.
- To remove the list of calls or numbers from **Call History**, click **Menu > Delete List**.
- To save a name or number in Contacts, click **Menu > Save to Contacts**.
- To categorize the call or number into various call types, click **Menu > Filter**.

**Note** You can also save a number in Contacts by clicking **Save** on the Call History screen.



## Make a call from Speed Dial

You can make calls using Speed Dial. To learn how to use Speed Dial, see “Speed Dial” in Chapter 10.

## 2.3 Receiving a Call

When you receive a phone call, you have the option to answer it or ignore it.

### To answer or ignore an incoming call

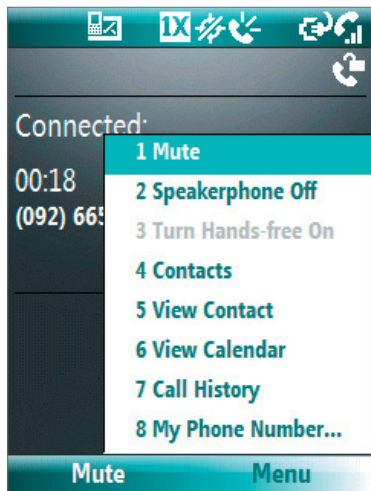
- To answer the call, click **Answer**, or press TALK (  ).
- To ignore the call, click **Ignore**, or press END (  ).

### To end a call

- Press END (  ).

## 2.4 In-Call Options


Your phone provides various options for managing calls. During a call, you can use the loudspeaker mode, mute or unmute your voice, or access Contacts, Calendar, and Call History for reference.



In-Call options

### To turn the speakerphone on and off

The built-in speakerphone allows you to talk hands-free or lets other people listen to the conversation.


- During a call, click **Menu > Speakerphone On**. The  icon appears at the top of the screen.
- To turn off the Speakerphone during the call, click **Menu > Speakerphone Off**. Alternatively, the speakerphone can be toggled on and off by pressing and holding TALK during the call.

**WARNING!** To avoid damage to your hearing, do not hold your phone against your ear when the Speakerphone is turned on.

### To mute a call


You can turn off the microphone during a call, so that you can hear the caller but the caller cannot hear you.

- During a call, click **Menu > Mute**.



When the microphone is turned off, the  icon appears on the screen. Click **Menu > Unmute** to turn on the microphone again.

## 2.5 Additional Dialing Information

### Make an emergency call

- Enter the appropriate emergency number for your locale, and press TALK (  ).

### Make an international call

1. Press and hold  on the phone keypad until the + sign appears. The + replaces the international prefix of the country that you are calling.
2. Enter the full phone number, and press TALK (  ). The full phone number includes country code, area code (without the leading zero, if any), and phone number.

### Insert a pause in a dialing sequence

Some international calls require a pause in the dialing sequence in order for the call to process successfully.

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the contact entry that contains the phone number in which you want to insert a pause, and press ENTER to open the contact card.
3. Click **Menu > Edit**.
4. Position the cursor on the phone number where you want to insert a pause.
5. Click **Menu > Insert Pause**.  
The letter “p” will appear in the number to indicate where the pause will occur in the dialing sequence.
6. Click **Done**.

### Insert a longer pause in a dialing sequence

Some phone numbers may require a longer pause than the default pause in the dialing sequence. In these cases, you can pause as long as you want, and manually continue the dialing sequence.

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the contact entry that contains the phone number in which you want to insert a longer pause, and press ENTER to open the contact card.
3. Click **Menu > Edit**.
4. Position the cursor on the phone number where you want to insert a longer pause.
5. Click **Menu > Insert Wait**.  
The letter “w” will appear in the number to indicate where the longer pause (wait) will occur in the dialing sequence.
6. Click **Done**.

**Note** When you call a number that contains a longer pause, you must press TALK (  ) again to continue dialing.



# Chapter 3

## Synchronizing Information with Your Computer

**3.1 About Synchronization**

**3.2 Using Microsoft Windows Mobile®  
Device Center**

**3.3 Installing and Using Microsoft ActiveSync®**

**3.4 Synchronizing with Your Computer**

**3.5 Synchronizing via Bluetooth**

**3.6 Synchronizing Music and Video**



## 3.1 About Synchronization

You can take information from your computer wherever you go by synchronizing them to your phone. The following types of information can be synchronized:

- **Microsoft Outlook® information**, which include Outlook e-mail, contacts, calendar, tasks, and notes
- **Media**, such as pictures, music and video
- **Favorites**, which are the bookmarked links to your favorite web sites
- **Files**, such as documents and other files

Before you can synchronize, you need to install first the synchronization software to your computer. For information on installing and using the synchronization software on your computer, see “Using Microsoft Windows Mobile Device Center” and “Installing and Using Microsoft ActiveSync” in this chapter.

### Ways to synchronize

After you have installed the synchronization software to your computer, synchronize your phone with your computer by using one of the following:

- Connect and synchronize using the supplied USB sync cable.  
Upon connecting the sync cable to your phone and your computer, the synchronization process starts automatically.
- Connect and synchronize using Bluetooth.  
You must first set up a Bluetooth partnership between your phone and your computer before you can synchronize information between them using Bluetooth. For more information about setting up a Bluetooth partnership, see chapter 8. For information about synchronizing through Bluetooth, see “Synchronizing via Bluetooth” later in this chapter.

**Note** You can also synchronize Outlook e-mail, contacts, calendar, and tasks on your phone with the Exchange Server at your work. For more information about setting up your phone to synchronize with the Exchange Server, see chapter 7.

## 3.2 Using Microsoft Windows Mobile® Device Center

**Microsoft Windows Mobile® Device Center** is the replacement for Microsoft® ActiveSync® on Windows Vista™.

### Set up synchronization between your phone and PC

1. Connect your phone to your PC. Windows Mobile Device Center configures itself and then opens.
2. On the license agreement screen, click **Accept**.
3. On the Windows Mobile Device Home screen, click **Set up your device**.

**Note** Choose **Connect without setting up your device** if you only want to transfer media files, check for updates, and explore your phone but not sync Outlook information.

4. Select the information types that you want to synchronize then click **Next**.
5. Enter a device name for your phone and click **Set Up**.

When you finish the wizard, Windows Mobile Device Center synchronizes your phone automatically. Notice that Outlook e-mails and other information will appear on your phone after synchronization.

## 3.3 Installing and Using Microsoft ActiveSync®

Follow the steps below to install and set up ActiveSync 4.5 or later on Windows XP or other compatible Windows systems.

**Note** For a list of compatible Windows systems, please go to <http://www.microsoft.com/windowsmobile/activesync/activesync45.mspx>

### Install and set up ActiveSync

1. Insert the Getting Started Disc into the disc drive on your PC.
2. Follow the on-screen instructions to install ActiveSync.
3. After installation is completed, connect your phone to your PC.
4. The Synchronization Setup Wizard automatically starts and guides you to create a synchronization relationship. Click **Next** to proceed.
5. To synchronize your phone with your computer, clear the **Synchronize directly with a server running Microsoft Exchange Server** check box then click **Next**.
6. Select the information types that you want to synchronize and then click **Next**.
7. Click **Finish**.

When you finish the wizard, ActiveSync synchronizes your phone automatically. Notice that Outlook e-mails and other information will appear on your phone after synchronization.

## 3.4 Synchronizing with Your Computer

Connect your phone to your PC to synchronize the information between your phone and PC. While your phone is connected, ActiveSync (or Windows Mobile Device Center on your PC) synchronizes every time you make a change on either the PC or your phone.

You can also manually start and stop synchronization any time.

### To start and stop synchronization when using ActiveSync

1. After connecting your phone to your PC, click **Start > ActiveSync** on your phone.
2. Click **Sync** to start synchronization.

To end synchronization before it completes, click **Stop**.

### To change which information is synchronized

You can add or reduce the types of information to synchronize between your phone and PC.

1. Before changing synchronization settings on your phone, disconnect your phone from your PC.
2. On your phone, click **Start > ActiveSync**.
3. Click **Menu > Options**.
4. Select or clear the items you want to synchronize or not synchronize. If you cannot select a check box, you might have to clear the check box for the same information type elsewhere in the list.
5. To customize settings for an item, select that item and click **Settings**. Settings are not available for all items.

**Note** The check boxes of the Favorites, Files, Media, and OneNote items are always grayed out in ActiveSync Options on your phone. You can only select or clear these items from Windows Mobile Device Center or ActiveSync on your computer.

### To synchronize with more than one computer

You can set up your phone to synchronize with more than one PC or with a combination of one or more PCs and Exchange Server. When synchronizing with multiple computers, the items that you synchronize will appear on all of the computers with which they are synchronized.

For example, if you have set up synchronization with two PCs (PC1 and PC2), which have different items, and you synchronize Contacts and Calendar on your phone with both computers, the result is as follows:

Location	New state
<b>PC1</b>	All Outlook contacts and calendar appointments that were on PC2 are now also on PC1.
<b>PC2</b>	All Outlook contacts and calendar appointments that were on PC1 are now also on PC2.
<b>Phone</b>	All Outlook contacts and calendar appointments from both PC1 and PC2 are on your phone.

- Notes**
- Outlook e-mail can be synchronized with only one computer.
  - To stop synchronizing with one PC completely, click **Menu > Options**, click the computer name, then click **Menu > Delete**.

### To resolve ActiveSync connection problem

When the PC is connected to the Internet or a local network, in some cases, the PC may disconnect the ActiveSync connection with your phone in favor of the Internet or network connection. If this happens, click **Start > Settings > Connections > USB to PC**, then clear the **Enable advanced network functionality** check box. This makes ActiveSync utilize a serial USB connection with your phone.

## 3.5 Synchronizing via Bluetooth

You can connect and synchronize your phone with the PC using Bluetooth.

### To synchronize with a computer via Bluetooth

1. Set up the synchronization software (Windows Mobile Device Center or ActiveSync) on your computer to use a Bluetooth connection. For more information, see the software Help on your computer.
2. On your phone, click **Start > ActiveSync**.
3. Make sure that Bluetooth on both your phone and the computer are turned on and set to visible mode. For more information, see "Bluetooth" in chapter 8.
4. Click **Menu > Connect via Bluetooth**.
5. If this is the first time you have connected to this computer via Bluetooth, you must first complete the Bluetooth wizard on your phone and set up a Bluetooth partnership between your phone and the computer. For more information about creating a Bluetooth partnership, see "Bluetooth partnerships" in chapter 8.

- Notes**
- To preserve battery power, turn off Bluetooth when not in use.
  - To connect and synchronize your phone with a computer via Bluetooth, your computer must have built-in Bluetooth or installed with a Bluetooth adapter or dongle.



## 3.6 Synchronizing Music and Video

If you want to carry your music or other digital media along with you while you travel, set up Microsoft Windows Media Player on your computer to synchronize music and video with your phone.

Other than selecting the media information type in ActiveSync to be synchronized, all media synchronization settings must be set in Windows Media Player. Before media can be synchronized, you must do the following:

- Install Windows Media Player Version 11 on the PC. (Windows Media Player 11 works only in Windows XP or later versions).
- Connect your phone to the PC with a USB cable.
- Set up a sync partnership between the phone and Windows Media Player.

For more information about Windows Media Player on your phone, see “Windows Media Player Mobile” in chapter 9.



# Chapter 4

## Managing your Phone

**4.1 Personalizing your Phone**

**4.2 Adding and Removing Programs**

**4.3 Using Task Manager and Managing Memory**

**4.4 Managing and Backing Up Files**

**4.5 Protecting your Phone**

**4.6 Restarting your Phone**

**4.7 Resetting your Phone**



## 4.1 Personalizing your Phone

### Set up the Home screen

The Home screen is your starting place for most tasks. You can gain access to all features and programs from the Home screen.

The top of the Home screen displays icons for the programs that you have most recently used. The center of the Home screen can display your next appointment, the number of new messages (voice mail, text, or e-mail) that you have received, and other important information. When you click an icon or item on the Home Screen, the associated program opens.

#### To customize the Home screen

1. On the Home screen, click **Start > Settings > Home Screen**.
2. In **Home screen layout**, **Color scheme**, **Background image**, and **Time out**, select the options you want, and click **Done**.

#### To set a picture as the background

1. On the Home screen, click **Start > Pictures & Videos**.
2. Select the picture you want to set as the background. Click **View** or press ENTER for a larger view of the image.
3. Click **Menu > Use as Home Screen**.
4. Use the NAVIGATION CONTROL to select the portion of the picture you want to use, and click **Next**.

**Note** If the picture fits the screen, this step is skipped.

5. In **Adjust the transparency**, select a higher percentage for a more transparent picture or a lower percentage for a more opaque picture.
6. Click **Finish**.

### Set date, time, language, and other regional options

Your phone should already be set up with the regional settings that are appropriate for your locale.

#### To change regional settings

You can specify the language, locale, date and time style, as well as number and currency formatting options.

1. On the Home screen, click **Start > Settings > Regional Settings**.
2. In **Language**, select your preferred language.
3. In **Locale**, select the locale for the language you selected. The **Locale** option automatically changes the format of the remaining options (such as date, time, and currency) according to the locale you specify.
4. Click **Done**.

**Note** You must turn your phone off and on again for the changes to take effect.

#### To set the date and time

1. On the Home screen, click **Start > Settings > Clock & Alarm > Date and Time**.
2. In **Time zone**, select your time zone.
3. In **Date**, edit the month, day, or year.
4. In **Time**, edit the hour, minute, and second.
5. Click **Done**.

### To display digital clock on Unlock message screen

You have the option to choose whether you want to view the current date and time while you unlock the phone.

1. On the Home screen, click **Start > Settings > Unlock Screen Clock**.
2. Select the desired option for date and time, and click **Done**.

### Choose how to be notified about events or actions

A profile is a group of settings that determine how your phone will alert you to incoming calls and events, such as e-mail receipt notifications, alarms, or system events. A number of different preset combinations of these settings are included with your phone. Each profile appears with a descriptive name.

#### To change the current profile

1. On the Home screen, click **Profile: [Type]**. For example, **Profile: Normal**.
2. Choose a new profile, and click **Done**.

**Tip** To quickly change the profile, briefly press **POWER** to display the Quick List, and choose a profile. You can also change the profile by clicking **Settings > Profiles** from the Comm Manager screen.

#### To edit a profile

1. On the Home screen, click **Profile: [Type]**. For example, **Profile: Normal**.
2. Select the profile to edit.
3. Click **Menu > Edit**.
4. Do one of the following:
  - Modify the settings, and click **Done**.
  - To cancel without saving changes, click **Cancel**.

**Tip** To revert to the default profile settings, click **Menu > Reset to default**.

#### To specify the sound for an event

1. On the Home screen, click **Start > Settings > Sounds**.
2. For the desired event, select a sound. Select **None** if you do not want to hear a sound.
3. Click **Done**.

**Note** For ring tones, you can use sounds in either .wav, .mid, .wma, or .mp3 file format. For notifications or reminders, you can use .wav or .mid files.

**Tip** When you select a sound, the sound plays. To hear it again, select **Menu > Play**.

#### To set sound for the keypad and keyboard

1. On the Home screen, click **Start > Settings > Sounds**.
2. In **Keypad control**, select a sound. Select **Off** if you do not want to hear any sound while pressing a key.
3. Click **Done**.

#### To copy a sound to your phone

After a sound file is located on your phone, you can use it for a ring tone, notification, or reminder. Sound files in either .wav, .mid, .wma, or .MP3 formats can be used.

1. Connect the phone to your PC using a USB connection.
2. On your PC, copy the sound file you want.

3. In Windows Mobile Device Center, click **File Management > Browse the contents of your device**.  
Or  
In ActiveSync on your PC, click **Explore** and double-click **My Windows Mobile-Based Device**.
4. Save the sound file on your phone by going to **Application Data > Sounds**, and pasting the file into that folder.

### To set an alarm

1. On the Home screen, click **Start > Settings > Clock & Alarm > Alarm**.
2. In **Alarm time**, enter the time for the alarm to go off.
3. In **Alarm**, choose when you want the alarm to go off.
4. Click **Done**.

## Set personal information

Entering and displaying owner information are best practices; they allow someone to return the phone to you in case it is lost.

### To enter owner information

1. On the Home screen, click **Start > Settings > Owner Information**.
2. Enter the necessary information and click **Done**:

## Set performance and maintenance options

### To change accessibility settings

1. On the Home screen, click **Start > Settings > Accessibility**.
2. Select your preference for the following:
  - In **System font size**, set the size of the font that is displayed on the screen.
  - In **Multipress time out**, set the length of time between keypresses when entering text in Multipress mode.
  - In **Confirmation time out**, set the delay before an unconfirmed action times out.
  - In **In-call alert volume**, set the volume for incoming call or receiving new message alerts while you are in a call.
3. Click **Done**.

### To change power management settings

You can use Power Management to check the battery, and configure settings that prolong battery life.

1. On the Home screen, click **Start > Settings > Power Management**.
2. Adjust the available settings:
  - In **Backlight time out on battery**, select the amount of time for the phone to be idle before the backlight turns off.
  - In **Backlight time out on AC**, select the amount of time for the phone to be idle before the backlight turns off when using AC power.
  - In **Display time out**, select the time limit for the phone to be idle before the screen turns off.
  - In **Light Sensor Enable**, select whether to turn it on or off. If this is turned on, dark conditions sensed on the Light Sensor in front of the phone will activate a backlight under the keypad and keyboard.
3. Click **Done**.

**Tip** **Main battery** indicates the amount of battery life remaining.

### To find the operating system version number

- On the Home screen, click **Start > Settings > About**.  
The operating system version number installed on your phone along with the manufacturer copyright information will be listed on the screen.

### To find the phone specification

- On the Home screen, click **Start > Settings > System Information**.  
The System Information screen displays the details about the phone specification, such as processor, speed, memory, display, model name, and more.

### To turn on and off error reporting

- On the Home screen, click **Start > Settings > Error Reporting**.
- Select **Enable** or **Disable** and click Done:



### To set up Windows Mobile Update

- On the Home screen, click **Start > Settings > Windows Update**.
- Click **Next** and schedule the update accordingly.

## Use phone settings and services

You can customize and set various options for an incoming or outgoing call on your phone, such as voice privacy, location setting, and more. You can also choose to activate and use optional phone services on your phone. Contact your wireless service provider first to ask about the availability of these services before you use them.

The following are some of the optional phone services that can be used on your phone:

Phone Settings and Services	Use
<b>Auto Answer</b>	Provide options to set how quickly incoming calls are automatically answered during hands-free operation. Choose options as 3, 4, 6, 8, or 10 seconds). Choose <b>Never</b> to disable this option. However, these settings do not apply when the ring type is <b>Silent</b> .
<b>Call Options</b>	Provide options for setting any key answer to incoming calls, notifying when voice privacy is unavailable, and setting your phone number, voice mail number, country code, and area code.
<b>Location Setting</b>	Turning <b>Location Setting</b> to <b>On</b> will allow the mobile network to detect your your current location via your phone's built-in GPS chip, making some applications easier to use. This is especially useful in times of emergency. Turning location off will hide your location from everyone except 911. Even if <b>Location Setting</b> is turned on in your phone, no service may use your location without your exclusive consent. At the top right of the Phone screen and Home screen, one of these icons appears:  - when <b>Location Setting</b> is set to <b>On</b>  - when <b>Location Setting</b> is set to <b>Emergency Only (E911)</b>
<b>Mode Preference</b>	Provide options to select a connection mode for your phone. While there are options to choose between <b>1x Only</b> and <b>EVDO Only</b> , it is recommended that you select <b>Automatic</b> to let your phone choose the connection mode on its own.
<b>Network Service</b>	Choose to accept roaming by selecting <b>Standard</b> . Otherwise restrict your device to phone calls from your home network only (by selecting the <b>Home only</b> option).
<b>Plus Code Dialing</b>	Enable this option and enter the international dialing code in front of the number to make international calls, if required.
<b>Time Synchronization</b>	Enable this option if you want your phone to automatically set its time according to changing time zone and clock. Choose <b>Disable</b> if you want to change this manually.
<b>TTY Mode</b>	Allow the use of a TTY (teletypewriter) device with the phone for users who are visually or hearing impaired. Choose <b>Full mode</b> or <b>Off</b> according to the need.
<b>Voice Privacy</b>	Protect conversations from possible eavesdropping, especially when you are roaming. This prevents devices such as scanners to pick up your frequency.

### To enable optional phone services

1. Click **Start > Settings > Phone**.
2. Select the service you want to use and press ENTER.
3. Select desired options for the service and click **Done**.

**Note** You can also access the Phone settings by clicking **Settings > Phone** on the Comm Manager screen.

## 4.2 Adding and Removing Programs

Before you purchase additional programs for your phone, make sure that they are compatible for Windows Mobile® 6 Standard operating system.

### To add programs

1. Download the program to your PC (or insert the disc that contains the program into the CD drive of your PC). You may see a single \*.exe file, a \*.zip file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select a program designed for your phone and processor type.
2. Read the installation instructions that come with the program.
3. Connect your phone to the PC and then double-click the \*.exe file.

### To remove a program

Programs that are pre-installed on the phone cannot be removed.

1. On the Home screen, click **Start > Settings > Remove Programs**.
2. Scroll to the program to remove and click **Menu > Remove**.

## 4.3 Using Task Manager and Managing Memory

### To see how much memory is available

1. On the Home screen, click **Start > Settings > About**.
2. Scroll down to **Available Memory**.

### Use Task Manager

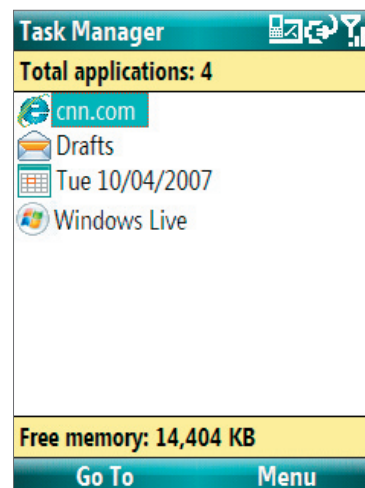
Task Manager allows you to view all the programs currently running on your phone in the form of a list.

### To start Task Manager

- Click **Start > System Tools > Task Manager**.

On the Task Manager screen, click **Menu** to open a list that lets you go to a specific program, stop running programs, and view system information.

To stop a running program, select a program on the list and click **Menu > Stop**.



Task Manager



## 4.4 Managing and Backing Up Files

You can back up files to your PC using Windows Mobile Device Center or ActiveSync or copy files to a storage card that is installed on your phone. You can also efficiently manage your files and folders using File Explorer installed on your phone.

### To copy files using Windows Mobile Device Center/ActiveSync to the PC

1. Connect your phone to your PC.
2. In Windows Mobile Device Center, click **File Management > Browse the contents of your device.**  
Or  
In ActiveSync on your PC, click **Explore**. This opens the Mobile Device folder for your phone.
3. Browse your phone for files that you want to copy to your PC.
4. Select and copy the files [**Ctrl + C**] and then paste them [**Ctrl+V**] to the destination folder in the PC.

Copying a file results in separate versions of a file on your phone and PC. Changes made to one file will not affect the other since the files are not synchronized.

### Use File Explorer

File Explorer provides many easy-to-use features for file and folder management.

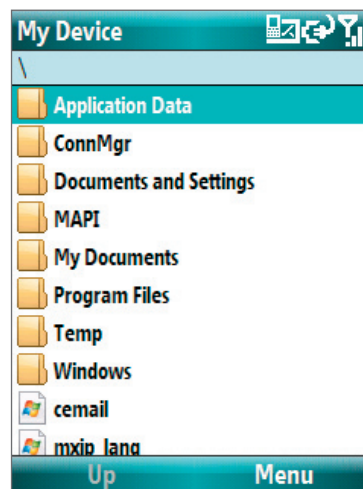
#### To start File Explorer

- On the Home screen, click **Start > File Explorer**.

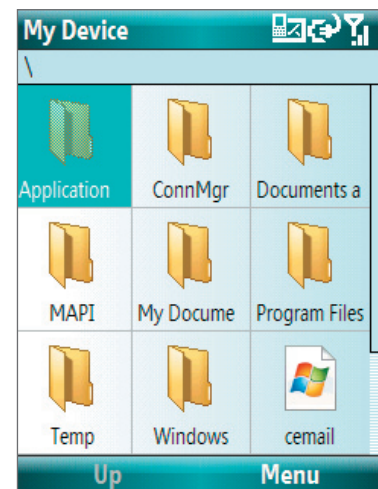
File Explorer operates in the following two views:

- List View
- Icons View

File Explorer displays the entire file structure in your phone's memory. The functions focus primarily on folder management. When initially started, File Explorer is in List View by default. To switch between views, click **Menu > View > Icons** or **List**.



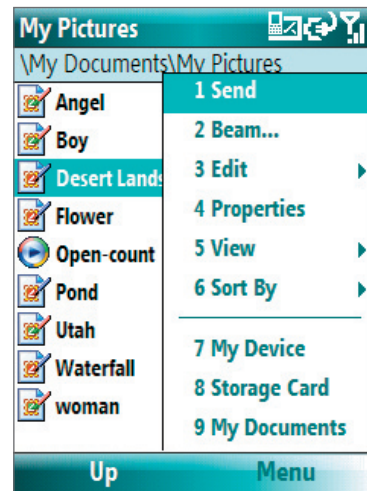
File Explorer - List View



File Explorer - Icons View

In File Explorer, click **Menu** to open a list that lets you send or beam the file, view the file's properties, sort the files, and more.

**Storage Card** is only available if a microSD is installed on your phone.



### To send a file as an e-mail attachment

1. In File Explorer, select a file and click **Menu > Send**.
2. On the Messaging screen, select an e-mail account.
3. The file will automatically be attached to the new message. Specify the recipient and subject, and type your message.
4. Click **Send**.

## 4.5 Protecting your Phone

You can protect your phone from unauthorized use by requiring a type of password called a simple PIN (personal identification number) or a strong alphanumeric password.

### To lock the keypad and keyboard

Locking the keypad and keyboard turns off their functionality. This is a helpful feature if, for example, the phone is turned on and in your pocket, and you want to prevent accidental keypresses.

- On the Home screen, press and hold (  ).  
Once the keypad and keyboard are locked, the left soft key label changes to **Unlock**.

**Tip** To quickly lock the keypad and keyboard, press **POWER** briefly, and select **Key lock** from the Quick List.

**Note** You can still receive calls and make emergency calls when the keypad and keyboard are locked.

### To unlock the keypad

- On the Home screen, click **Unlock** and press the  key.

### To enable the phone lock

1. On the Home screen, click **Start > Settings > Security > Device lock**.
2. Select **Prompt if device unused for** then select the amount of time for the phone to be inactive before automatically locking.
3. Select the **Password type** then enter and confirm your password.
4. Click **Done**.

**Note** Once you configure the phone lock settings, you can enable the phone lock from the Quick List directly without configuring the settings again.

### To disable the phone lock

- Click **Unlock** then enter the password you have set to unlock your phone.

### To encrypt files on the microSD card

- Click **Start > Settings > Security > Encryption** and select **Encrypt files placed on storage cards**.

## 4.6 Restarting your Phone

Restart your phone when a program is not performing properly or the phone is not responding to any keypresses.

### To restart the phone

1. Remove the battery.
2. Wait 3 seconds, then reinsert the battery and turn on your phone.

**WARNING!** If the phone is restarted while a program is running, any unsaved work will be lost.

## 4.7 Resetting your Phone

Resetting your phone will remove all the data from its memory and restore the phone back to the factory default settings.

**WARNING!** As all of your data will be deleted, it is recommended that you back up your data first before resetting your phone.

### To reset your phone

1. Click **Start > System Tools > Clear Storage**.
2. Follow the on-screen instructions to reset the phone.

The phone will restart after it has been reset.



# Chapter 5

## Organizing Phone Information

**5.1 Contacts**

**5.2 Calendar**

**5.3 Tasks**

**5.4 Voice Notes**



## 5.1 Contacts

Contacts is your address book and information storage for the people and businesses you communicate with. If you use Outlook on your PC, you can synchronize contacts between your phone and PC.

### Create a contact on your phone

#### To create a new contact on your phone

1. On the Home screen, click **Start > Calls > Contacts > New**.
2. Enter information for the new contact.
  - To easily identify who is calling you, you can assign a custom ring tone to each contact. To assign a custom ring tone, scroll down to and click **Custom ring tone** and select the ring tone you want.
  - To assign a picture to a contact, scroll down to **Pictures** and click **Select a picture** and select the picture you want. To remove the picture, click **Menu > Remove Picture**.
3. Click **Done**.


**Tip** If someone who is not in your list of contacts calls you or sends you a message, you can quickly create a contact from Call History or from the message by clicking **Menu > Save to Contacts**.


### Edit and call a contact

#### To view and edit a contact's information

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the contact whose information you want to view or edit and click **Menu > Edit**.
3. When finished making changes, click **Done**.

#### To call a contact from the contact list

1. On the Home screen, click **Start > Calls > Contacts**.
2. Select the contact to call and press TALK (). The contact's default phone number is dialed.

**Tip** To call a phone number other than the default, click the contact, scroll to the number you want to dial, and press TALK (.

### Find a contact

#### To find a contact

1. On the Home screen, click **Start > Calls > Contacts**.

**Note** If you are not in Name view, click **Menu > View By > Name**.

2. Do one of the following:
  - Begin entering a name or phone number of the contact until the contact is displayed. When you press a key, such as **5**, you find first and last names that begin with **J**, **K**, and **L**, as well as phone numbers that start with **5**. The next key you press continues to narrow the search.
  - If you have assigned categories (e.g. Business) to your Outlook contacts, you can filter the contact list by categories. In the contact list, click **Menu > Filter** and then click a category. To show all contacts again, select **All Contacts**.
  - If you have entered information under **Company** for your Outlook contacts, you can quickly locate the contacts that work for a specific on your phone. In the contact list, click **Menu > View By > Company**. Click the company to see the contacts who work there.

## Share contact information

### To beam contact information to another device via Bluetooth

1. On the Home screen, click **Start > Calls > Contacts** and then select the contact whose information you want to beam.
2. Click **Menu > Send Contact > Beam**.
3. Select the device where you want to beam the contact details to and click **Beam**.

**Note** Before you can beam, make sure that Bluetooth along with its Visibility is activated on your phone and the target mobile device. For more information, see “Bluetooth” in chapter 8.

### To send contact information via a text message

1. On the Home screen, click **Start > Calls > Contacts** and then select the contact whose information you want to send.
2. Click **Menu > Send Contact > Text Messages**. Select the contact information that you want to send and click **Done**.
3. In the new text message, enter the mobile phone number of the person to whom you are sending the contact information to and click **Send**.

## 5.2 Calendar

Use Calendar to schedule appointments, including meetings and other events. If you use Outlook on your PC, you can synchronize appointments between your phone and PC.

### Create a personal appointment

#### To set Calendar options

1. On the Home screen, click **Start > Calendar**.
2. Click **Menu > Tools > Options**.
3. Scroll through the available settings and set your desired default options.
4. Click **Done**.

#### To schedule an appointment

1. On the Home screen, click **Start > Calendar**.
2. Click **Menu > New Appointment**.
3. Enter information about the appointment.
  - To schedule an all-day event, in **End time**, select **All day event**.
  - To make the appointment recurring, click **Occurs**.
4. Click **Done**.


### View your appointments

#### To view your schedule

You can view your schedule in three different views: Month, Week, and Agenda.

1. On the Home screen, click **Start > Calendar**.
2. Click the left SOFT KEY or click **Menu** and choose the view you want.



An appointment with the  icon indicates that the scheduled appointment has a conflict with one or more existing appointments.

## Send appointments

### To send a meeting request

You can send meeting requests via e-mail to persons that use Outlook or Outlook Mobile.

1. Click **Start > Calendar**.
2. Schedule a new appointment and then scroll down to **Attendees** and click **No Attendees**. Click **Add Required Attendee** or **Add Optional Attendee** to add the contacts you want to send the meeting request to.

**Note** You can only specify if an attendee is required or optional if your phone is connected to a Microsoft Exchange 2007 server. Otherwise, all attendees are designated as required. For more information, see chapter 7.

3. Choose the contact(s) you want to send the meeting request to and click **Select**.

**Note** To remove an attendee from the list, select the attendee and click **Menu > Remove Attendee**.

4. On the New Appointment screen, click **Done**. The meeting request is sent out.

**Note** When attendees accept your meeting request, the meeting is automatically added to their schedules. When their response is sent back to you, your calendar is updated as well.

## 5.3 Tasks

Use Tasks to keep track of things you need to do.

### To create a task

1. On the Home screen, click **Start > Accessories > Tasks**.
2. Click **Menu > New Task**.
3. Enter the necessary task information and click **Done**.
  - Set a **Priority** for the task. This item can be referenced when sorting tasks.
  - Enter a **Start date** and **Due date** if the task starts and ends at a specific time.
  - Enter a **Reminder** if you want to be notified if the task is due.
  - Enter the **Categories** (you can set more than one) that best describes the task. This item can be referenced when filtering tasks.



## Notes

- You can synchronize information on your phone with your PC to keep your task list up to date in both locations.
- If you create a new task with a reminder on your PC and then synchronize tasks with your phone, the reminder will play at the time that was set on your PC.

### To locate a task

1. On the Home screen, click **Start > Accessories > Tasks**.
2. In the task list, do one of the following:
  - To sort the list, click **Menu > Sort by**, and click a sort option.
  - To filter the list by category, click **Menu > Filter**, and click the category you want displayed.

### To mark a task as completed

1. On the Home screen, click **Start > Accessories > Tasks**.
2. Select the task, and click **Complete**.

## 5.4 Voice Notes

Use Voice Notes to create short voice recordings. Voice notes are included in the All Notes list and are named consecutively (Recording1, Recording2, and so on).

### To create a voice note

1. On the Home screen, click **Start > Accessories > Voice Notes**.
2. Hold the phone's microphone near your mouth.
3. Click **Record** and say your voice note.
4. Click **Stop** to stop recording a voice note.

### To delete a voice note

1. On the Home screen, click **Start > Accessories > Voice Notes**.
2. Select the voice note to delete.
3. Click **Menu > Delete**.
4. Click **Yes**.

**Tip** If you delete a voice note that has a default name, such as Recording1, this name becomes available for a new voice note.

### To listen to a voice note

1. On the Home screen, click **Start > Accessories > Voice Notes**.
2. Select the voice note to play, and press ENTER.

**Tip** To stop listening to the voice note, click **Stop** while the voice note is playing.

### To use a voice note as a ring tone

1. On the Home screen, click **Start > Accessories > Voice Notes**.
2. Select the voice note, and click **Menu > Set As Ringtone**.



# Chapter 6

## Exchanging Messages

**6.1 Messaging**

**6.2 Text Messages**

**6.3 MMS Messages**

**6.4 Setting Up E-mail Accounts**

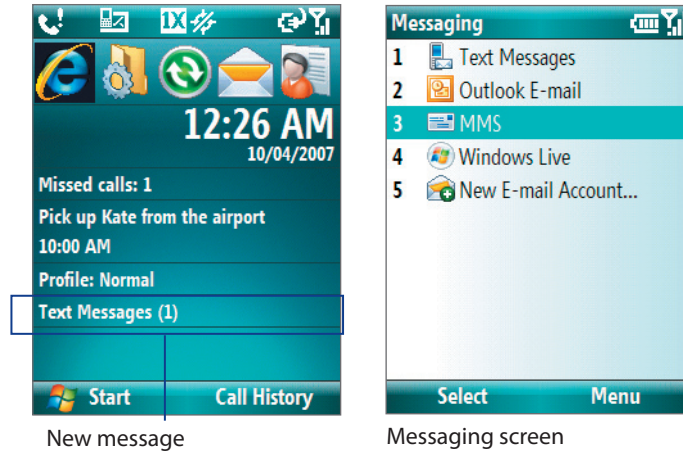
**6.5 E-mail Messages**



## 6.1 Messaging

Messaging is where all of your e-mail, text message, and MMS accounts are located. When you receive a new message, you can open that particular message from the Home screen. Simply scroll to the row where the new message is and click it

To access your message accounts, click **Start > Messaging** and then click the account you want to open.



While in a messaging account's main screen, click **Menu > Tools > Switch Accounts** to switch to another message account.

### To change message account settings

- On the Messaging screen, select the message account whose settings you want to change and click **Menu > Settings**.
- On a message account's message list, click **Menu > Tools > Options**.

## 6.2 Text Messages

Send short text messages up to 160 characters long to other mobile phones. For quicker and easier typing, use the sliding keyboard to enter your message.

### To compose and send a text message

1. On the Home screen, click **Start > Messaging**.
2. Select **Text Messages** and click **Select**.
3. Click **Menu > New**.
4. Enter the mobile phone number of one or more recipients, separating them with a semicolon (;). To access phone numbers from Contacts, in **To**, press ENTER and select a recipient from the list.
5. Enter your message. You can enter up to 160 characters in one message.
6. Click **Send**.

### Tips

- To cancel the text message, click **Menu > Cancel Message**.
- If you want to know if your text message was received, before sending the message, click **Menu > Message Options** and select **Request message delivery notification**.
- To always receive a notification, click **Menu > Tools > Options > Account Settings** in the text message list, and click the **Request delivery notifications** check box.

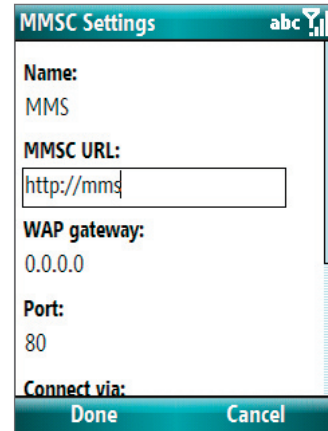


## Edit MMS settings

When you purchase your phone, it is already preset with your wireless service provider's MMS server settings. If you accidentally lost the preset settings or you changed to another wireless service provider, follow the steps below to configure MMS settings.

### To configure MMS settings

1. On the Messaging screen, select **MMS** and click **Menu > Settings** to open the Preferences screen.
2. Select or clear the provided check boxes according to your needs.
3. On the Preferences screen, click **Menu > MMSC Settings** to access Multimedia Messaging Service Center (MMSC) settings.
4. Check if your phone is preset with MMS server settings.  
If there are no preset settings, click **Menu > New** on the MMSC Settings screen and enter the needed information you see on the screen. You can get the information from your wireless service provider:
5. Click **Done**.



The MMS server settings will then be added as an entry on the MMS Configuration screen.

**Note** If you add several MMS service providers to the MMSC Settings screen, you can choose one as your default MMS provider. Select the MMS provider's name in the list, then click **Menu > Set as Default**.

## Create and send MMS messages

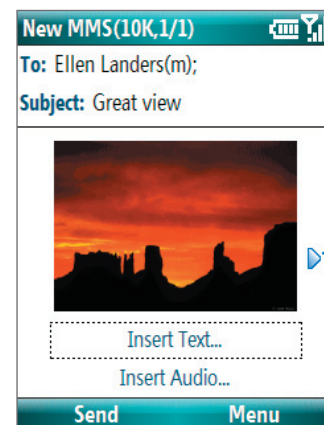
You can compose MMS messages in a combination of various slides, where each slide can consist of a photo, audio or video clip, and/or text.

### Notes

- MMS is a charged service. In order to use MMS successfully, this has to be provisioned on your mobile account. Please contact the wireless service provider to have this provisioned as part of your calling plan.
- Make sure the size of the MMS is within the limits of the wireless service provider if sending to another mobile phone user or sending to an e-mail address.

### To start composing an MMS message

1. On the Home screen, click **Start > Messaging > MMS > Menu > New**.
  2. In **To**, enter the recipient's phone number or e-mail address .
  3. In **Subject**, enter a subject for your message.
  4. Click **Insert Picture/Video** to select a photo or video clip from the Select Media screen and insert it.  
To capture a new photo or video, click **Menu > Capture Picture/Video**.
- Tip** After inserting an MMS message element, press NAVIGATION right to add a new slide.
5. Click **Insert Text** to enter text for your MMS message.  
To insert predefined text or emoticons, click **Menu > My Text** or **Insert Emoticon**.



6. Click **Insert Audio** to insert an audio clip. Select an audio clip on the Select Audio screen. To record a new audio clip, click **Menu > Capture Audio**.
7. Click **Send** to send the message.

#### Notes

- To send a copy of this message to others, access **Cc** and **Bcc** by clicking **Menu > Options > Send Options**.
- To remove the photo, text, or audio, select the item and press ( ← ).

## View and reply to MMS messages

### To receive MMS messages

- On any MMS message folder screen, click **Menu > Send/Receive**. By default, messages are automatically downloaded to your phone.

### To view an MMS message

You can view MMS messages in several ways.

- Press ENTER to view and play the message on your phone. Click **Pause** or **Menu > Stop** to pause or stop the playback of the message.
- Click **Menu > Object View** to see a list of files included in the message. To open a file, select it and click **Open**. To save a file, select it, and click **Save**, **Menu > Save Audio**, or **Menu > Save Photo**.
- View each slide included in the message by clicking **Menu > Next**.

### To reply to an MMS message

- Click **Menu > Reply > Reply** to reply to the sender of the message, or click **Menu > Reply > Reply All** to reply to all persons listed in the To and CC boxes of the message. Click **Menu > Reply > Forward** to forward the message to someone else.

## 6.4 Setting Up E-mail Accounts

Before you can send and receive e-mail, you need to set up your e-mail account on your phone. You can set up the following types of e-mail accounts on your phone:

- Outlook e-mail that you synchronize with your PC or your company's Exchange Server
- Internet e-mail account that you have from an Internet Service Provider (ISP)
- Work account that you access using a VPN connection
- Windows Live Mail
- Other web-based e-mail accounts such as Gmail, Yahoo! Mail, etc.

### Set up your phone to synchronize Outlook e-mail with the computer

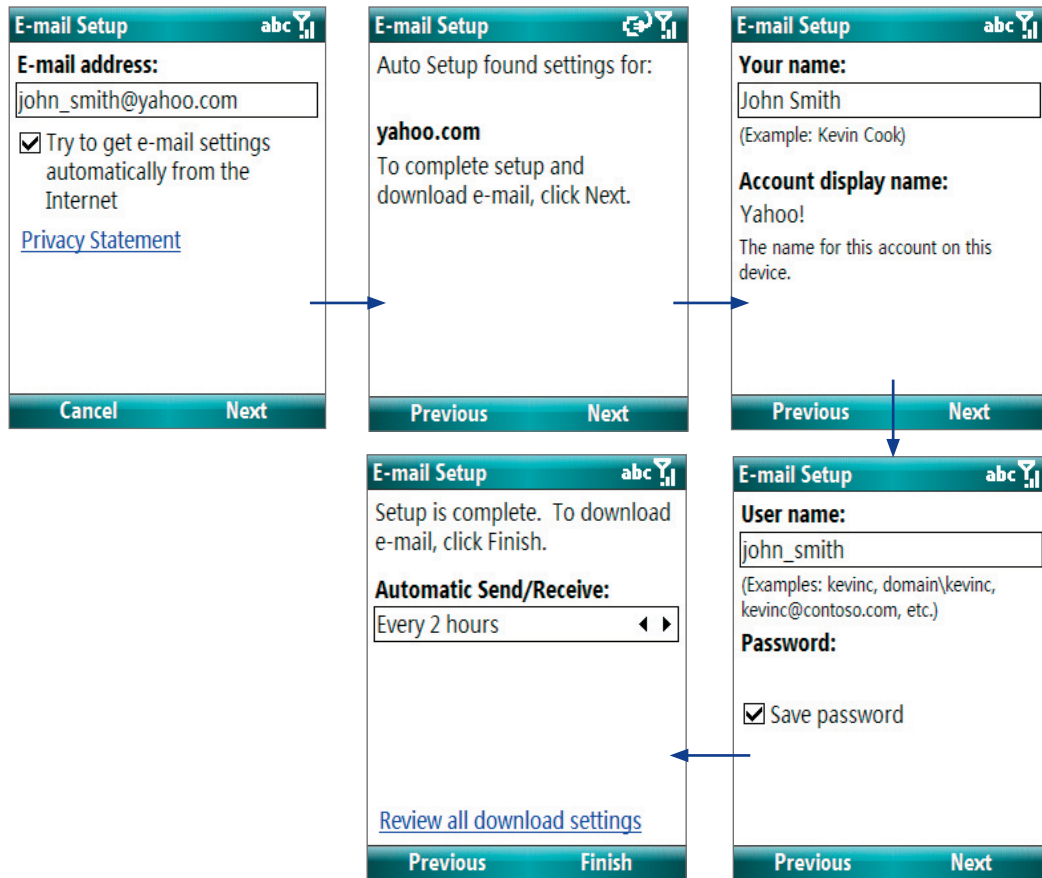
If you have installed the synchronization software on your PC and created a partnership with your phone, then your phone is ready to send and receive Outlook e-mail. If you have not yet installed the synchronization software nor created a partnership, please do so by following the procedures in chapter 3.

- Tip** To set up your company e-mail account so that you can access Outlook e-mail messages wirelessly, you must set up your phone to synchronize via a wireless LAN or over-the-air connection with your company's Exchange Server. For more information about synchronizing with your company e-mail server, see chapter 7.

## Set up a new e-mail account

You can easily set up an e-mail account that you have with an Internet service provider (ISP), a web-based e-mail or an account that you access using a VPN server connection (typically a work account) on your phone.

1. On the Home screen, click **Start > Messaging > New E-mail Account**.
2. In **E-mail address**, enter the e-mail address for this account.
3. Select **Try to get e-mail settings automatically from the Internet** and click **Next**.
4. If **Auto Setup** is successful, click **Next** to move on to the next screen.
5. In **Your name**, enter your display name for e-mail messages while in **Account display name**, enter a name for the account that should appear on the Messaging screen. Then, click **Next**.



6. The **User name** field automatically gets populated. Select **Save password** and click **Next**. If **Auto Setup** is unsuccessful, contact your ISP or network administrator for the settings.

**Note** The domain name is not required for an account with an ISP but may be required for a work account.

7. Once setup is complete, click **Finish** to download e-mails.

**Note** You can view e-mail download settings by clicking **Review download settings**. To configure e-mail download settings, click the **Automatic Send/Receive** box.



## 6.5 E-mail Messages

After setting up e-mail accounts on your phone, you can start sending and receiving e-mail messages.

### Create and reply to e-mails

#### To compose and send an e-mail

1. Click **Start > Messaging** then select an e-mail account.
2. Click **Menu > New**.
3. Enter the e-mail address of one or more recipients, separating them with a semicolon. To access e-mail addresses stored in Contacts, click **To**.
4. Enter a subject and compose your message. To quickly add common messages, click **Menu > My Text** and click a desired message.
5. Click **Send**.

- Tips**
- To set the priority, click **Menu > Message Options**.
  - If you are working offline, e-mail messages are moved to the Outbox folder and will be sent the next time you connect.

#### To add an attachment to an e-mail

1. In the message that you are composing, click **Menu > Insert** and click the item you want to attach: **Picture**, **Voice Note**, or **File**.
2. Select the file you want to attach, or record a voice note.

### View and reply to e-mails

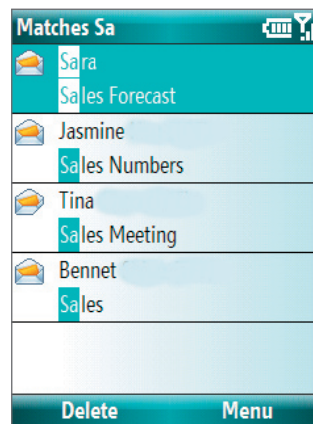
When in an e-mail account, press and hold 0 (zero) to open a shortcut list of often-used commands. Press and hold the shortcut key to execute the command.

#### To filter the Inbox message list

Filter the e-mail messages in your Inbox to only display the e-mails that contain the sender or e-mail subject you are searching for.

Enter the sender name or e-mail subject you want to look for using the keypad or keyboard. As you press keys, the list narrows down to the conditions you set.

For example, pressing "S" then "A" narrows the list to only the e-mails that contain sender names and e-mail subjects that start with "SA."



#### To read incoming messages

By default, only the first few kilobytes of a message are shown when you open and read an incoming message. To read the whole message, do one of the following:

- Scroll down to the end of the message and click **Get the rest of this message**; or
- Click **Menu > Download Message**.

### To download an attachment

In an open message with an attachment to download, click the attachment. If there is more than one attachment, click the other attachments to download them. You can directly open the file in the associated program after you download them by clicking the attachment again.

### To reply to or forward an e-mail

1. Open the message and click **Menu > Reply > Reply, Reply All, or Forward**.
2. Enter your response. To quickly add common messages, click **Menu > My Text** and choose a desired message.
3. Click **Send**.

- Tips**
- To see more header information, scroll up.
  - To always include the original message, from the list view, click **Menu > Tools > Options > Sending**, and select the **Include copy of original message when replying to e-mail** check box.
  - In the Outlook E-mail account, you will send less data if you do not edit the original message. This may reduce data transfer costs based on your rate plan.

### To view and reply to HTML e-mails

You can receive, view and reply to HTML e-mails from any type of e-mail account. The HTML format is retained, without layout shifting or resizing.

**Note** HTML e-mail support in Outlook Mobile is available only if your company is using Microsoft Exchange Server 2007.

1. Set the message format to HTML. To find out how to set the message format, see “Customize e-mail settings”.
2. Click **Start > Messaging**, select your e-mail account, and open an HTML e-mail that you received.
3. Click **Get the rest of this message** that’s shown at the bottom of the message to download the whole message.
4. Scroll up (if needed) and click **Click to scroll right** to be able to scroll sideways and get a complete horizontal view of the message.

**Note** If images do not immediately appear, click **Internet pictures blocked > Download Internet pictures**.

5. Click **Reply** or click **Menu > Reply** and choose whether to reply to the sender(s) or forward the message.
6. Enter your response and click **Send**.

**Tip** E-mail can contain hyperlinks to Web pages.

## Send and download e-mails

The manner in which you send and receive e-mails depends on the type of e-mail account you have.

### To send and receive e-mail for an Outlook account

1. Click **Start > ActiveSync**.
2. Connect your phone to your PC.  
Otherwise, connect wirelessly if you are synchronizing Outlook e-mail with your company e-mail server. For more information, see chapter 7.
3. Synchronization automatically begins, and your phone sends and receives Outlook e-mail.

**Tip** You can also manually synchronize anytime by clicking **Sync** in ActiveSync or **Menu > Send/Receive** in Outlook Mobile.

### To send and receive e-mail for a POP3/IMAP4 account

If you have an e-mail account with an ISP or a work account that you access using a VPN server connection, you send and receive messages through a remote e-mail server. Before sending and downloading messages, you first need to connect to the Internet or your corporate network.

1. Click **Start > Messaging** and click your POP3/IMAP4 e-mail account.
2. Click **Menu > Send/Receive**. The messages on your phone and e-mail server are synchronized: new messages are downloaded to the phone Inbox folder, messages in the phone Outbox folder are sent, and messages that have been deleted from the server are removed from the phone Inbox folder.

## Customize e-mail settings

### To change the download size and format for Outlook e-mail

1. Disconnect your phone from the computer.
2. Click **Start > ActiveSync**.
3. Click **Menu > Options**, select **E-mail**, then click **Settings**.
4. On the E-mail Sync screen, set the **Download size limit** and **Message format**.
5. Close ActiveSync and reconnect your phone to the computer.

### To change the download size and format for POP3/IMAP4 e-mail

1. On the POP3/IMAP4 e-mail message list, click **Menu > Tools > Options > Account Settings**.
2. Keep clicking **Next** until you reach the last screen where the first item is **Message format**.
3. Set the **Message format** and **Message download limit**.
4. Click **Finish**.

### To exclude your e-mail address when replying to all

When you reply to all the recipients of an Outlook e-mail, your own e-mail address will also be added to the recipient list. Customize ActiveSync so that your e-mail address will be excluded from the recipient list.

1. In ActiveSync on your phone, click **Menu > Options**.
2. Select the **E-mail** information type and click **Settings**.
3. Click **Menu > Advanced**.
4. In the **My e-mail addresses** text box, enter your e-mail address.
5. Click **Done**.

