

# Chapter 4

## Entering Text

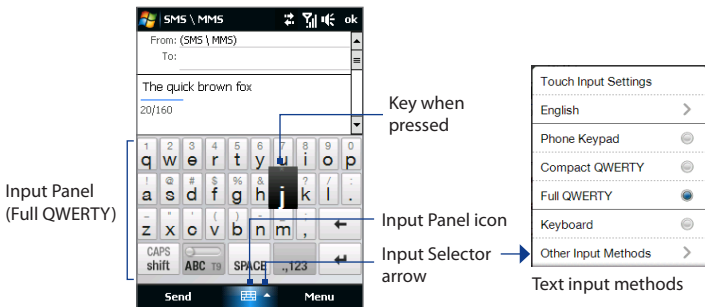
### 4.1 Selecting an Input Method







When you start a program or select a field that requires text or numbers, the **Input Panel** icon becomes available on the menu bar.

Tap the **Input Selector** arrow (that appears next to the **Input Panel** icon) to open a menu where you can select a text input method and customize input options. After selecting a text input method, the corresponding **Input Panel** is displayed, which you can use to enter text.

**Tip** Select **Other Input Methods** to display more input methods.

To show or hide the Input Panel, tap the **Input Panel** icon.



Icon	Input method	Icon	Input method	Icon	Input method
	Full QWERTY		Letter Recognizer or Block Recognizer		Phone Keypad
	Compact QWERTY		Transcriber		Keyboard

**Note** Some text input methods may not be available in certain language versions of the device.

## 4.2 Using the Full QWERTY

The **Full QWERTY** is a full on-screen QWERTY keyboard layout similar to a desktop PC keyboard.

**Tip** You can also use the Windows Mobile on-screen keyboard which also has a QWERTY keyboard layout by selecting **Keyboard** (or **Other Input Methods > Keyboard**) on the Text input method menu.

- Tap to enter letters or symbols.
- Tap and hold to enter a punctuation mark, symbol, or number that appears on top of a key.
- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.



Displays the word candidate list in T9 mode. Tap a word to insert it into your text. Tap **+** to add a word to the T9 dictionary.

Tap to delete the previous character.  
Tap to create a new line.

Tap to toggle between using **Normal** or **T9** mode.

Tap to open a keyboard layout that lets you easily enter numbers and symbols. See “Using Numeric and Symbol Mode” for details.

### To enter text using the Full QWERTY

1. Start a program that accepts text input, such as Word Mobile.
2. Tap the **Input Selector** arrow, then tap **Full QWERTY**.
3. Start tapping keys on the keyboard as you would on a PC keyboard to enter your text. To learn how to enter text using T9 mode, see “Using Multitap and T9 Modes” in this chapter.

## 4.3 Using the Compact QWERTY

The **Compact QWERTY** is a type of on-screen keyboard which features 20 keys. With its large, touch-friendly keys and enhanced features such as T9 predictive input, you can enter text faster and more accurately.

- Tap to enter letters or symbols.
- Tap and hold to enter a punctuation mark, symbol, or number that appears on top of a key
- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.



Displays the word candidate list in T9 mode. Tap a word to insert it into your text. Tap **+** to add a word to the T9 dictionary.

Tap to delete the previous character.

Tap to create a new line.

Tap to toggle between using **Multitap** or **T9** mode.

Tap to open a keyboard layout that lets you easily enter numbers and symbols. See "Using Numeric and Symbol Mode" for details.

**Tip** You can tap and hold  to immediately open the numeric keyboard.

### To enter text using the Compact QWERTY

1. Start a program that accepts text input, such as Word Mobile.
2. Tap the **Input Selector** arrow, then tap **Compact QWERTY**.
3. Start tapping keys on the keyboard to enter your text. To learn how to enter text using Multitap or T9 mode, see "Using Multitap and T9 Modes" in this chapter.

## 4.4 Using the Phone Keypad

The **Phone Keypad** is a 12-key on-screen keypad that has a layout similar to mobile phone keypads, plus some additional keys. The Phone Keypad has large keys and enhanced input features such as T9 predictive input, which makes it faster for you to enter text in your messages and documents.

- Tap to enter letters or symbols.
- Tap and hold to enter a punctuation mark, symbol, or number that appears on top of a key
- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.



Displays the word candidate list in T9 mode. Tap a word to insert it into your text. Tap **+** to add a word to the T9 dictionary.

Tap to open the input settings.

Tap to delete the previous character.

Tap to create a new line.

Tap to toggle between using **Multitap** or **T9** mode.

Tap to open a keyboard layout that lets you easily enter numbers and symbols. See “Using Numeric and Symbol Mode” for details.

**Tip** You can tap and hold **123 Sym** to immediately open the numeric keyboard.

### To enter text using the Phone Keypad

1. Start a program that accepts text input, such as Word Mobile.
2. Tap the **Input Selector** arrow, then tap **Phone Keypad**.
3. Start tapping keys on the keyboard to enter your text. To learn how to enter text using Multitap or T9 mode, see “Using Multitap and T9 Modes” in this chapter.

## 4.5 Using Multitap and T9 Modes

When using the on-screen keyboards, you can choose to enter text using Multitap or T9 mode.

### Multitap mode

In **Multitap** mode (for Compact QWERTY and Phone Keypad), enter a character by tapping a key until the desired character is displayed on the screen.

- To enter the first letter that shows on a key, tap the key once. To enter the second letter, tap twice.
- To enter a punctuation mark, symbol, or number that appears on top of a key, tap and hold the key.

### T9 mode



**T9** is a predictive text input mode which displays a word candidate list as you enter the first few characters so you just select the word that you want.

#### To enter text using T9 mode

1. Start entering the first few letters of a word. As you enter each letter, predicted words will appear above the keyboard.
2. Tap the desired word to immediately insert it to your text.  
**Note** [Navigate through the word candidate list if there are more words to choose from.](#)

#### To add a word to the T9 dictionary

If the word that you have entered is not found in the dictionary, you can add it to the dictionary.

1. While in T9 mode, type a letter and then tap  on right side of the word candidate list.
2. Type the word you want to add and then tap .

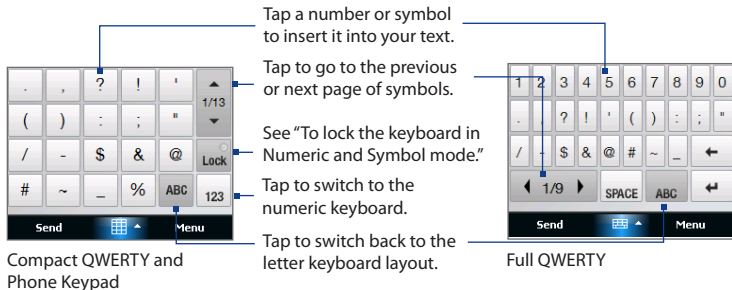


### To customize Touch Input settings



1. Tap the **Input Selector** arrow, then tap **Touch Input Settings**.
2. On the Touch Input Settings screen, select or clear the following options according to your preferences:
  - **Spell Correction.** Lets you correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.
  - **Word Completion in T9 mode.** Lets you select from a list of possible words based on the keys that you have tapped and on the words available in the dictionary.
  - **Word Completion in ABC mode.** Lets you select from a list of possible combinations based on the characters that appear on the keys that you tapped.
  - **Auto-Substitution.** Automatically inserts an apostrophe when you type common contracted words (for example, "dont" automatically becomes "don't").
3. Tap **Done**.

## 4.6 Using Numeric and Symbol Mode

Switch to Numeric and Symbol mode to let you easily enter numbers and common symbols such as parentheses, braces, currency signs, punctuation marks, special characters, and more. Numeric and Symbol mode is available when using the **Full QWERTY**, **Compact QWERTY**, and **Phone Keypad**.



### To switch to Numeric and Symbol mode

1. While using Full QWERTY, Compact QWERTY, or Phone Keypad, tap  / .
2. Locate the number or symbol, then tap it to insert it into your text.



### To lock the keyboard in Numeric and Symbol mode

You can lock the keyboard in Numeric and Symbol mode so you can continuously enter symbols and numbers.

1. Tap the **Input Selector** arrow and then tap **Other Input Methods > Options**.
2. In the **Input Method** tab, select a **Touch** input method in the **Input method** list, then tap **Options**.
3. Clear the **Turn on one-touch symbol entry** check box.



**Tip**

In Compact QWERTY and Phone Keypad, tap  /  to toggle between locking the keyboard in Numeric and Symbol mode and switching back to the letter keyboard layout after tapping a symbol or number.



# Chapter 5

## Synchronizing Information

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### 5.1 About Synchronization

You can take information from your computer wherever you go by synchronizing it to your device. The following types of information can be synchronized between your computer and your device:

- **Microsoft® Office Outlook® information** — Office Outlook e-mail, contacts, calendar, tasks, and notes
- **Notes** created using Microsoft® Office OneNote® 2007
- **Media** — Pictures, music, and video
- **Favorites** — Website addresses you save as Favorites in Pocket Internet Explorer on your device or in the Mobile Favorites folder of Internet Explorer on your computer.
- **Files** — Documents and other files

- Tips**
- You can also synchronize Outlook e-mail, contacts, calendar, and tasks on your device with the Exchange Server at your work. For more information about setting up your device to synchronize with the Exchange Server, see Chapter 7.
  - Try to synchronize regularly in order to keep information up-to-date on both your device and your computer.

Before you can synchronize, you need to install and set up first the synchronization software on your computer. For more information, see “Setting Up Windows Mobile Device Center on Windows Vista®” and “Setting Up ActiveSync® on Windows® XP” in this chapter.

After installing the synchronization software on your computer, connect the device to your computer using the USB sync cable. When the Connect to PC screen appears on your device, touch **ActiveSync**, and then touch **Done**.

You can also synchronize information with your computer using Bluetooth. See “Synchronizing via Bluetooth” later in this chapter.

- Notes**
- ActiveSync or Windows Mobile Device Center only synchronizes data on your computer and device. If you have installed a storage card and you want to back up files from the storage card, use Windows Explorer on your computer to copy files from the storage card to your computer.
  - If you are sending your device for repair or performing a hard reset, data from your device will be lost. It is recommended that you sync your device to your computer to back up your files. To back up files from the storage card to your computer, use Windows Explorer to copy files from the storage card to the computer.

## 5.2 Setting Up Windows Mobile® Device Center on Windows Vista®

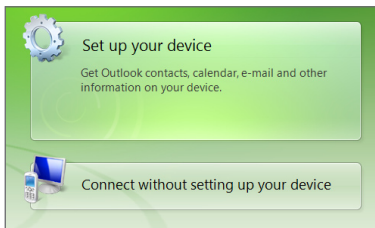
**Microsoft Windows Mobile® Device Center** is the replacement for Microsoft® ActiveSync® on Windows Vista®. Some versions of Windows Vista® come with Windows Mobile Device Center already installed. If Windows Mobile Device Center is not available on your Windows Vista®, you can install it from the Getting Started Disc that came with your device.

### Setting up synchronization in Windows Mobile Device Center

When you connect your device to your computer and start Windows Mobile Device Center for the first time, you are asked to create a Windows Mobile partnership with your device. To create a partnership:

1. Connect your device to your computer. Windows Mobile Device Center configures itself, then opens.

2. On the license agreement screen, click **Accept**.
3. On the Windows Mobile Device Center's Home screen, click **Set up your device**.



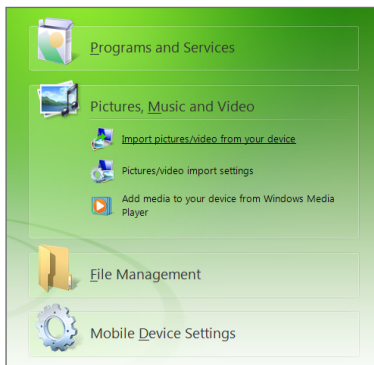
- Note** Choose **Connect without setting up your device** if you only want to transfer media files, check for updates, and explore your device but not synchronize Outlook information.
4. Select the items you want to synchronize, then click **Next**.
  5. Enter a device name, then click **Set Up**.

When you finish the setup wizard, Windows Mobile Device Center synchronizes your device automatically. Notice that Outlook e-mail messages and other information appear on your device after synchronization.

## Using Windows Mobile Device Center

To open Windows Mobile Device Center, click **Start > All Programs > Windows Mobile Device Center** on your Windows Vista computer.

On Windows Mobile Device Center, you can do the following:



- Click **Mobile Device Settings** to change synchronization settings.
- When you click **Pictures, Music and Video > XX new pictures/video clips are available for import**, a wizard guides you to tag and transfer photos from your device to the Photo Gallery on your computer.
- Click **Pictures, Music and Video > Add media to your device from Windows Media Player** to synchronize music and video files using Windows Media® Player. For more information, see “Using Windows Media® Player Mobile” in Chapter 11.
- Click **File Management > Browse the contents of your device** to view documents and files on your device.

**Note** See [Windows Mobile Device Center Help](#) for more information.

## 5.3 Setting Up ActiveSync® on Windows® XP

On a Windows® XP computer, you need to use Microsoft ActiveSync® 4.5 or later. If you do not have this software on your computer, you can install it from the Getting Started Disc that came with your device.

### Setting up synchronization in ActiveSync

1. Connect your device to your computer. The Synchronization Setup Wizard automatically starts and guides you to create a synchronization partnership. Click **Next** to proceed.
2. To synchronize your device with your computer, clear the **Synchronize directly with a server running Microsoft Exchange** check box, then click **Next**.
3. Select the information types that you want to synchronize, then click **Next**.
4. Select or clear the **Allow wireless data connections** check box according to your preference.
5. Click **Finish**.

When you finish the wizard, ActiveSync synchronizes your device automatically. Notice that Outlook e-mail messages and other information appear on your device after synchronization.

## 5.4 Synchronizing With Your Computer

Connect and synchronize your device with your computer using the USB cable or Bluetooth connection.

### Starting and stopping synchronization



You can manually synchronize either from your device or computer.

#### From your device

- Tap **Start** > **Settings**, and then touch **Sync Data**; or
- Tap **Start** > **ActiveSync**, and then tap **Sync**.  
To end synchronization before it completes, tap **Stop**.



**Tip** To delete a partnership with one computer completely, disconnect your device from that computer first. In ActiveSync on your device, tap **Menu** > **Options**, tap the computer name, then tap **Delete**.

#### From Windows Mobile Device Center

1. Click **Start** > **All Programs** > **Windows Mobile Device Center**.
2. Click  at the lower left of the Windows Mobile Device Center.  
To end synchronization before it completes, click .

#### From ActiveSync on your computer

When you connect your device to your computer, ActiveSync automatically opens on your computer and synchronizes.

- To manually start synchronization, click .
- To end synchronization before it completes, click .



## Selecting information to synchronize

You can select the information types and the amount of information to synchronize for each type either on your device or your computer. Follow the steps below to change synchronization settings on your device.

**Note** Before changing synchronization settings on your device, disconnect it from your computer.

1. In ActiveSync on your device, tap **Menu > Options**.
2. Select the check box for any items you want to 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.
3. To change synchronization settings for an information type, for instance, **E-mail**, select it and tap **Settings**.

You can then set the download size limit, specify the time period of information to download, and more.

- Notes**
- Some information types such as Favorites, Files and Media cannot be selected in ActiveSync Options on your device. You can only select or clear these items from your computer's Windows Mobile Device Center or ActiveSync.
  - A computer can have sync partnerships with many different Windows Mobile powered devices, but a device can have sync partnerships with at most two computers. To ensure that your device synchronizes properly with both computers, set up the second computer using the same synchronization settings you used on the first computer.
  - Outlook e-mail can be synchronized with only one computer.

## Troubleshooting sync connection problem

In some cases, when the computer connects to the Internet or a local network, it may disconnect the connection with your device in favor of the Internet or network connection.

If this happens, tap **Start > Settings**, and then tap **All Settings**. Tap **Connections** tab > **USB to PC**, then clear the **Enable faster data synchronization** check box. This makes your computer utilize a serial USB connection with your device.

## 5.5 Synchronizing via Bluetooth

You can connect and synchronize your device with the computer using Bluetooth.

**Note** To connect and synchronize your device with a computer via Bluetooth, your computer must have a built-in Bluetooth or installed with a Bluetooth adapter or dongle.

### To synchronize with a computer via Bluetooth

1. Set up Windows Mobile Device Center or ActiveSync on your computer to synchronize through Bluetooth. See the program's Help for instructions.
2. Make sure that Bluetooth on both your device and the computer are turned on and set to visible mode. See "Bluetooth Modes" in Chapter 9 for details. If this is the first time you have connected to this computer via Bluetooth, you must first set up a Bluetooth partnership between your device and the computer. For more information about creating a Bluetooth partnership, see "Bluetooth Partnerships" in Chapter 9.
3. On your device, tap **Start > ActiveSync**.
4. Tap **Menu > Connect via Bluetooth**.

**Note** To conserve battery power, turn off Bluetooth when not in use.

## 5.6 Synchronizing Music and Video

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

Other than selecting the **Media** information type 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 your computer. (Windows Media® Player 11 works only in Windows XP or later versions).
- Connect your device to the computer with a USB cable. If your device is currently connected using Bluetooth, you must end that connection before media can be synchronized.
- Set up a sync partnership between your device and your computer's Windows Media® Player.

See “Using Windows Media® Player Mobile” in Chapter 11 for details.



# Chapter 6

## Exchanging Messages

### 6.1 Messaging

**Messaging** is a central location where you can find all types of messaging accounts, which include text messages (SMS) and e-mail accounts.

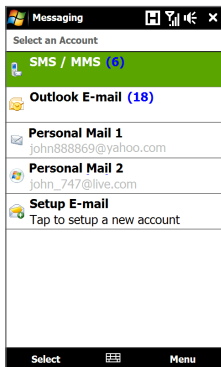
#### To select a messaging account

Do one of the following:

- Tap **Start > All Programs > Messaging**. The Account Picker screen then opens and you can select an account.
- While you are in a message list of a certain account, for example SMS / MMS, tap **Menu > Go To** to switch to other messaging accounts.

#### To configure message account settings

- Tap **Menu > Options** on the Account Picker screen; or
- Tap **Menu > Tools > Options** while you're in a message list.



Account Picker screen

### To automatically add a signature in outgoing messages

You can automatically add your name and other information as your signature in outgoing SMS and e-mail messages:

**Note** You need to specify your signature for each type of messaging account.

1. Tap **Start > All Programs > Messaging**, and then tap **Menu > Options**.
2. Tap **Signatures**.
3. Select the desired account.
4. Select the **Use signature with this account** check box.
5. In the text box, enter your signature.
6. To add the signature when you reply to or forward messages, select the **Use when replying and forwarding** check box, and then tap **OK**.

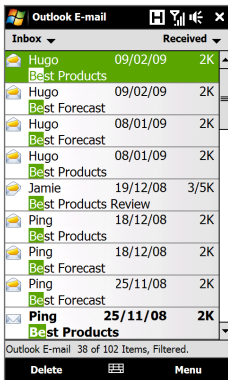
### To filter the Inbox message list

When the SMS/MMS or e-mail Inbox on your device is full of messages, you can filter your Inbox to display only the messages that contain a particular sender or subject you are searching for.

#### To filter your Inbox

1. Tap **Start > All Programs > Messaging** and then tap a messaging account.
2. Enter the sender name or e-mail subject you want to look for. As you type characters, the message list narrows down to the sequence of characters you have entered.


When filtering your e-mail Inbox, for example, entering “B”, then “E” narrows the list to only the e-mail messages that contain sender names and e-mail subjects that start with “BE.”



## 6.2 Text Messages

Send short text messages (SMS) to other mobile phones. If your message is more than 160 characters, it will be sent as two or more separate messages and you will be billed accordingly.


### Creating and sending a new text message

1. On the Home screen, slide to the **Messages** tab.
2. Touch the **New Message** icon () on the upper right side of the screen.
3. To add recipients, enter their mobile phone numbers in the **To** field, separating the numbers with a semicolon (;). You can also tap **To** or tap **Menu > Add Recipient** to add mobile phone numbers from Contacts.
4. Enter your message.
  - Tips**
    - To choose from preset messages, tap **Menu > My Text** and tap a desired message.
    - To check the spelling, tap **Menu > Spell Check**.
5. When finished, tap **Send**.

**Note** If you want to know when a text message is received, before sending the message that you are composing, tap **Menu > Message Options**, then select the **Request message delivery notification** check box. To always receive a delivery notification, tap **Menu > Tools > Options** in the text message list, tap **SMS / MMS**, then select the **Request delivery notifications** check box.

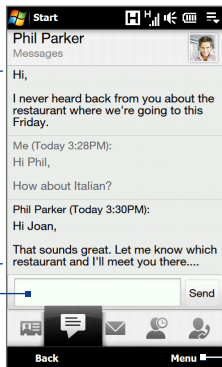
### Managing text messages from a contact

You can easily read, reply or delete text messages that you received from a certain contact by opening his or her contact details and accessing the Messages tab.

1. On the TouchFLO 3D Home screen, slide to the People tab.
2. Touch **All People**, and then touch the name of the desired contact.
3. The Contact Details screen then appears. Touch the Messages tab ()

Lists the exchange of text messages between you and the contact.

Enter your reply message here and then touch Send.



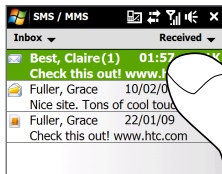
Touch **Menu** to forward a text message, delete messages, and more.

## Managing text messages in the Inbox

Text messages that are sent to and received from a contact (or number) are grouped as a single thread in your Inbox. Threaded SMS shows your messages to and from a contact in a single conversation thread.

### To open a thread and view the exchange of text messages

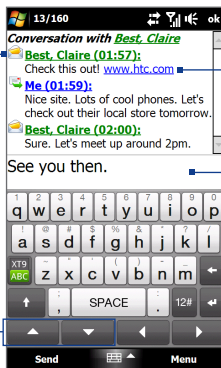
1. In the SMS / MMS Inbox, tap a message thread to open it.





- You can tap links in the messages to directly open contact details, access a web site, send e-mail, or call the displayed number.

- Tap the sender name to open the Contact Details screen.
- If the sender is not in your contacts, tap the mobile phone number to call the number, reply to the sender, or save it as a new contact.



Tap a web address to open the link in Opera Mobile.

Enter your reply message here.

Tap these navigation keys to select a message in the thread.

### To reply to a text message

At the bottom of the screen, type your reply message and then tap **Send**.

### To copy a message in the thread to the SIM card

- In the SMS / MMS Inbox, tap a message thread to open it.
- Tap the up or down navigation key at the bottom of the on-screen keyboard to select a message in the thread.
- Tap **Menu > Copy to SIM**.

- Notes**
- You cannot copy a sent message from the thread to the SIM card.
  - Copying text messages from your device to the SIM card results in duplicate messages in the Inbox when your SIM card is in use.

### To delete a message in the thread

1. In the SMS / MMS Inbox, tap a message thread to open it.
2. Tap the up or down navigation key at the bottom of the on-screen keyboard to select a message in the thread.
3. Tap **Menu > Delete**.

### To delete all messages in a thread

In the SMS / MMS Inbox, tap and hold a message thread, and then tap **Delete**.

### Placing a call to the sender of a text message

While reading a text message, you can directly call the sender by pressing the TALK/SEND button. See “Making a call from a text message” in Chapter 2 for details.

## 6.3 MMS

Sending multimedia messages (MMS) to your friends and family is fun and easy. You can include pictures, videos, and audio clips in a multimedia message.

- Notes**
- Multimedia messaging is a charged service and has to be provisioned on your mobile phone account. Contact your wireless service provider to have MMS provisioned as part of your calling plan.
  - Make sure the size of MMS messages that you send is within the limits allowed by your wireless service provider.

### Changing the MMS settings

Check your device to see if it is preconfigured with your wireless service provider's MMS settings. Add the MMS settings of your wireless service provider if there are no preset MMS settings found on your device.

#### To configure MMS message settings

1. Tap **Start > All Programs > Messaging > SMS / MMS**.
2. Tap **Menu > MMS Options**. The Settings screen then appears.
3. In the **Preferences** tab, choose from the available options according to your needs.
4. Tap the **Servers** tab and check if your device is preset with MMS server settings. If there are no preset settings, tap **New** and enter the MMS settings which you obtained from your wireless service provider.

**Note** If your device already has preset MMS settings, it is recommended that you do not change these settings. If you change the preset settings, your device may not be able to send and receive MMS messages.

5. Tap **Done**.

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






## Creating and sending MMS messages

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

### To compose an MMS message

1. Tap **Start** > **All Programs** > **Messaging** > **SMS / MMS**.
2. Tap **Menu** > **New** > **MMS**.
3. When the Choose a MMS screen opens, tap a preset template, or tap **Custom** to open a blank MMS message.
 

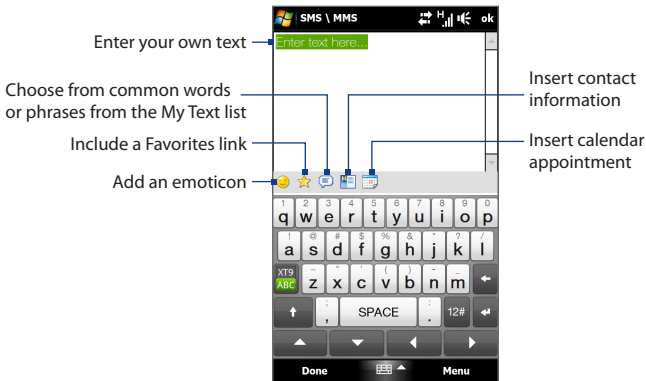
**Note** If you prefer to start composing from a blank MMS message every time, select the **Always choose custom** check box.
4. In **To**, enter the recipient's phone number or e-mail address directly, or tap **To**, **Cc**, or **Bcc** to choose a phone number or an e-mail address from Contacts.
 

**Note** You may need to scroll up to see the Cc and Bcc fields.
5. Enter a subject for your message.
6. Tap the **Insert** icon () to insert a photo or video clip. When selecting a photo or video clip, you can:
  - Tap the photo or video clip to insert it into the MMS message.
  - Tap  to take a photo and insert it into the MMS message.
  - Tap  to record MMS video and insert it into the MMS message.
  - Tap  to quit selection and return to the MMS message.
7. Enter text and insert audio clips by tapping the respective areas. See “To add text to an MMS message” and “To add an audio clip to an MMS message” for details.
8. To add more slides, tap  or tap **Menu** > **Slides** > **Insert Slide**. Repeat steps 5 and 6 to add photos/videos, text, and audio to your slides.
9. Tap **Send** to send the MMS message.

**Tip** You can also send an MMS message from **Pictures & Videos**, **Album**, or the **Camera** program.

## To add text to an MMS message

When you tap **Insert text here** on your MMS message, an empty screen appears where you can enter your text. You can insert the following types of information:



**Tip** To edit or delete a phrase on the My Text list, tap and hold a string, and then tap **Edit** or **Delete** from the shortcut menu. To add a new phrase, tap **New**.

## To add an audio clip to an MMS message

You can add one audio clip per slide in your MMS message.


### 1. Tap **Insert audio** on your MMS message.

By default, the My Documents is shown. Tap My Music or another folder that contains audio files. When navigating folders, tap the down arrow (▼) to return to the upper folder.

### 2. Select an audio file. When selected, you can:





- Tap  to play the audio clip,  to pause, or  to stop playback.
- Tap **Select** to insert it to the MMS message.

- Tap  to quit selection and return to your MMS message.

**Note** To record a new audio clip and add it to your MMS message, tap . The Record pop-up window then opens. Tap **Record** to start recording, and **Stop** to end the recording. Tap **Play** to listen to the recorded audio clip, then tap **Add**. The new audio clip is then inserted to the MMS message.

## Viewing and replying to MMS messages

### To view an MMS message

1. In the SMS / MMS Inbox, tap the MMS message.
2. In the threaded message, tap the MMS icon () , and then use the playback controls (, , and ) to view the MMS message.
3. Tap **Contents** to see a list of files included in the message. On the Message Contents screen, you can do the following:
  - To save a file, select it, and tap **Menu > Save**.
  - To save the contents of a text file to the My Text list, tap **Menu > Save into My Text**.
  - To associate a photo to one of your contacts, tap **Menu > Assign to Contact**.

### To reply to an MMS message

1. In the SMS / MMS Inbox, select the mobile phone number or name of the contact who sent you the MMS message.
2. In the threaded message, tap the MMS message to open and view an MMS message.
3. After viewing the MMS message, tap **Menu > Reply > via MMS** to reply with an MMS message or tap **Menu > Reply > via SMS** to reply with a text message.

### To block a phone number from sending you MMS messages

If you do not want to receive MMS messages from a particular sender, you can add the sender's phone number to the MMS Blacklist.

1. When you receive a new MMS message, open and view the message.
2. To avoid receiving multimedia messages from this sender next time, tap **Menu > Show > Contact Details**.
3. Tap **Menu > Save to Blacklist**.
4. Tap **Done**.

**Tip** To unblock a phone number and allow the sender to send you MMS messages, remove the number from the Blacklist. Go to the SMS / MMS Inbox, tap **Menu > MMS Options > Blacklist** tab, tap and hold the phone number in the Blacklist, and then tap **Delete**.

## 6.4 E-mail

You can set up the following types of e-mail accounts on your device:

- Outlook e-mail that you sync with your computer or the Exchange Server.
- E-mail account that you have from an Internet Service Provider (ISP) or other e-mail provider.
- Web-based e-mail accounts such as Yahoo!® Mail Plus, AOL®, and others.
- Custom domain e-mail accounts. The e-mail domain name is hosted by a different e-mail provider. For more information, search for “custom domain e-mail” in the Help on your device.
- Work account that you access using a VPN connection.

## Synchronizing Outlook e-mail with your computer

If you have installed the synchronization software on your computer and created a partnership with your device, then your device is ready to send and receive Outlook e-mail.

If you have not yet installed the synchronization software nor created a partnership, do so by following the procedures in Chapter 5.

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

## Setting up an Internet e-mail account

Use Windows Mobile's E-mail Setup Wizard to set up a POP3 or IMAP4 e-mail account on your device if you have an e-mail account from an Internet service provider (ISP) or other e-mail service provider, or a web-based account such as Yahoo! Mail Plus or AOL. You can also add a work account that you access using a VPN server connection as a POP3/IMAP4 account.

**Note** You can also set up an Internet e-mail account from the TouchFLO 3D Mail tab using the simplified Mail Setup. See "Mail" in Chapter 3 for details.

1. Tap **Start > All Programs > Messaging > Setup E-mail**.
2. Enter your **E-mail address** and the **Password** for your e-mail account and select the **Save password** option. Tap **Next**.
3. If e-mail provider settings are found preconfigured on your device, the E-mail Setup wizard shows a successful message. Tap **Next**.

If the settings are not found on your device, select the **Try to get e-mail settings automatically from the Internet** checkbox to find and download e-mail server settings from the Internet and then tap **Next**.

**Note** You may be charged when your device connects to the Internet and downloads the e-mail server settings.



4. Enter **Your name** and the **Account display name** and then tap **Next**.

**Note** If the E-mail Setup wizard was unsuccessful in finding and downloading settings from the Internet, select **Internet e-mail** from the **Your e-mail provider** list on the next screen. You will be asked to enter e-mail server settings. See “To specify e-mail server settings” for details.

5. In the **Automatic Send/Receive** list, choose how frequent you want e-mail messages to be automatically sent and downloaded on your device.

**Note** Tap **Review all download settings** to select download options, set the e-mail format as HTML or plain text, and more. For more information, see “To customize download and format settings.”

6. Tap **Finish**.

### To specify e-mail server settings

If Auto Setup is unsuccessful, contact your ISP or e-mail provider for the **Incoming mail server** and **Outgoing mail server** settings so you can enter them on your device.

Other options that you can select include the following:

- Select the **Outgoing server requires authentication** check box, if required by your provider.
- If the outgoing e-mail server requires a different user name and password for sending e-mail, clear the **Use the same user name and password for sending e-mail** check box. You will be prompted to enter this information.
- Tap **Advanced Server Settings**, then select the **Require SSL** check boxes if your e-mail provider uses an SSL connection for more secured e-mail. From the **Network connection** list, select the data connection that you use for connecting to the Internet.

**To customize download and format settings**

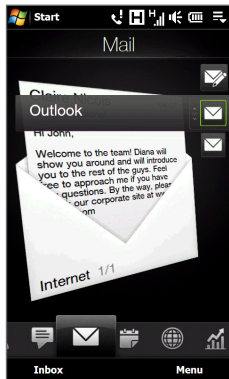
Before you tap **Finish** when setting up your POP3 or IMAP4 e-mail account, you can tap the **Review all download settings** link at the bottom of the screen to choose download options, message format, and other settings.

Options	Description
<b>Automatic Send/Receive</b>	Select a time interval for connecting to the Internet automatically to send and receive messages.
<b>Download messages</b>	Set the number of days of messages that you want to be downloaded to your device.
<b>Send/receive when I click Send</b>	By default, messages are immediately delivered when you tap <b>Send</b> . If you prefer to save outgoing messages to the Outbox folder first, clear the check box. (In this case, you will need to manually send messages by tapping <b>Menu &gt; Send/Receive</b> ).
<b>Use automatic send/receive schedule when roaming</b>	This allows your device to data roam when there is a set time interval for connecting to the Internet automatically. Since this may result in higher connection costs, you may want to leave the check box cleared.
<b>When deleting messages</b>	Choose whether to delete messages from the mail server when you delete them on your device.
<b>Message format</b>	Select HTML or Plain Text.
<b>Message download limit</b>	Select the e-mail download size. If you have large volumes of e-mail, use a lower size or select to download headers only.

## Creating and sending an e-mail message

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

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab.
2. At the right side of the screen, tap an e-mail account you want to use, or slide your finger up or down until you have selected the desired account.
3. Touch the **New E-mail** icon (✉).
4. To add recipients, enter their e-mail addresses, separating them with a semicolon (;). You can also tap **To** if you want to add e-mail addresses stored in Contacts.
5. Enter a subject and compose your message.



- Tips**
- To choose from preset messages, tap **Menu > My Text** and tap a desired message.
  - To check the spelling, tap **Menu > Spell Check**.
6. To add an attachment to your message, tap **Menu > Insert** and tap the item you want to attach: **Picture**, **Voice Note**, or **File**. Select the file or picture you want to attach, or record a voice note.
  7. When finished composing the message, tap **Send**.
- Tips**
- For more information about entering text and symbols, see Chapter 4.
  - To set the message priority, tap **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.

## Viewing and replying to e-mail messages

### To view an e-mail message

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Inbox**.
2. Tap an e-mail to open it.

### To download a complete e-mail

By default, long e-mail messages that you receive contains only the first few kilobytes of the message. When you open an e-mail, it displays only the headers and part of the message. You must download the whole e-mail to view the complete content.

To download a complete e-mail message, open the e-mail, and then do one of the following:

- Finger-scroll to the end of the message, and tap **Get entire message and any attachments** (POP3 e-mail account) or tap **Get the rest of this message** (IMAP4 and Outlook e-mail accounts).
- Tap **Menu > Download Message**.

- Notes**
- The Fetch Mail feature, which is available for POP3 and IMAP4 Internet e-mail accounts, downloads an entire e-mail without the need for you to perform a full synchronization. This limits the download to just the e-mail message that you want and helps save data cost.  
Fetch Mail is also available for Outlook E-mail. See “Instant download through Fetch Mail” in Chapter 7 for details.
  - Download may take some time, depending on the speed of your Internet connection, size of the whole e-mail, and whether file attachments are automatically downloaded.

### To download file attachments

- **POP3 e-mail account:**

File attachments are automatically downloaded when you download a complete e-mail.

- **IMAP4 and Outlook e-mail accounts:**

File attachments appear below the subject of an e-mail message. Tapping an attachment opens the attachment if it has been fully downloaded or marks it for download the next time you send and receive e-mail.

You can set automatic download of file attachments. See “Customizing e-mail settings” in this chapter for details.

### To reply to or forward a message

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Inbox**.
2. Open the message and tap **Menu > Reply**, **Menu > Reply All**, or **Menu > Forward**.
3. Enter your reply message, and then tap **Send**.

- Notes**
- You can receive and view HTML e-mail messages from any type of e-mail account. The HTML format is retained, without layout shifting or resizing. HTML e-mail support in Outlook Mobile is available only if you are synchronizing your device with Microsoft Exchange Server 2007.
  - When replying using an Outlook e-mail account, you can customize ActiveSync to exclude addresses, including your own, from being added to the recipient list. Tap **Menu > Options** in ActiveSync, select the **E-mail** item, tap **Settings**, and then tap **Advanced**. In the **My e-mail addresses** text box, enter the e-mail addresses that you want to exclude.

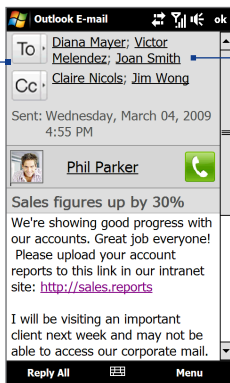
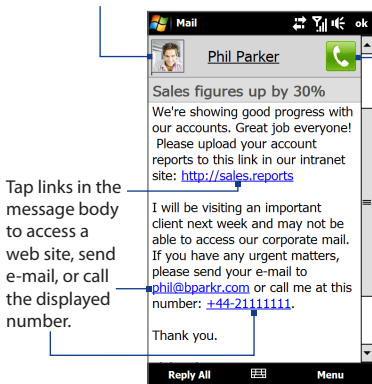
## Directly making calls from an e-mail

While reading an e-mail, you can directly place a call to the sender, start a conference call, access contact details, and more.

- Tap the sender photo or name to open the Contact Details screen.
- If the sender is not stored in your contacts, tap the e-mail address to send e-mail or save it as a new contact.

Tap this **Talk** button to call the sender.

- Tap a recipient name to open his or her contact details.
- Tap a recipient's e-mail address to send e-mail or save it as a new contact.



Tap the **To** or **Cc** button or press TALK/SEND to place a call or start a conference call. See Chapter 2 for details.

**Note** If the sender's name or e-mail address is shown on the e-mail message with a **Search** button (🔍) and you have an Exchange Server e-mail account set up on your device, you can tap this button to search for the sender from the Company Directory. For more information about finding contacts in the Company Directory, see Chapter 7.

## Synchronizing e-mail messages

Synchronizing e-mail messages ensures that new e-mail messages are downloaded to the device Inbox folder, e-mail messages in the Outbox folder are sent, and e-mail messages deleted from the server are removed from your device. The manner in which you synchronize e-mail messages depends on the type of e-mail account you have.

### To automatically synchronize an Outlook e-mail account

1. Connect your device to your computer through USB or Bluetooth.

Otherwise, connect through Wi-Fi, or a data connection if you are synchronizing Outlook e-mail with the Exchange Server. For more information, see Chapter 7.

2. Synchronization automatically begins, and your device sends and receives Outlook e-mail.

### To manually synchronize your Outlook or Internet e-mail account

On the TouchFLO 3D Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Menu > Send/Receive**.

## Customizing e-mail settings

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

1. Disconnect your device from the computer.
2. Tap **Start > ActiveSync**.
3. Tap **Menu > Options**, select **E-mail**, then tap **Settings**.
4. On the E-mail Sync Options screen:
  - Under **Message format**, select HTML or Plain Text. HTML is only available when connected to Microsoft Exchange Server 2007 or later.
  - Under **Download size limit**, select the desired e-mail size.
5. Close ActiveSync and reconnect your device to the computer.

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

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap your POP3 or IMAP4 Internet e-mail account.
3. Tap **Download Size Settings**.
4. Under **Message format**, select HTML or Plain Text.
5. Under **Download size limit**, select the desired e-mail size.
6. Tap **Done**.

### To automatically receive attachments on Outlook e-mail messages

1. Tap **Start > ActiveSync**.
2. Tap **Menu > Options**.
3. Tap **E-mail > Settings**, and then select **Include file attachments**.

### To automatically receive attachments on IMAP4 e-mail messages

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap the name of your IMAP4 e-mail account.
3. Tap **Download Size Settings**.
4. In **Download attachments**:
  - Select All attachments to always download file attachments; or
  - Select a file size limit for auto-downloading attachments.
5. Tap **Done**.

### To store attachments on the storage card

1. Tap **Start > All Programs > Messaging**.
2. Tap **Menu > Options > Storage** tab.
3. Select the **When available, use this storage card to store attachments** check box.



# Chapter 7

## Working With Company E-mail and Meeting Appointments

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### 7.1 Synchronizing with the Exchange Server

To keep up-to-date with your company e-mail messages and meeting schedules while you're out of the office, you can connect your device to the Internet through Wi-Fi or a data connection and synchronize with your company's Exchange Server.

#### Setting up an Exchange Server connection

Before you can synchronize or access information on the Exchange Server, you need to set up an Exchange Server connection on your device. You need to get the Exchange Server name (must be Outlook Web Access server name), domain name, user name, and the password that you use at work from your network administrator and enter them on your device.

**Note** You can set up an Outlook e-mail account that synchronizes with the Exchange Server from the TouchFLO 3D Mail tab using Mail Setup. See "Mail" in Chapter 3 for details.

If you have not synchronized your device with your computer, follow these steps to set up an Exchange Server connection.

1. Tap **Start > All Programs > Messaging > Setup E-mail**.
2. Enter the **E-mail address** and **Password** for the e-mail account and select the **Save password** option. Tap **Next**.

3. Clear the **Try to get e-mail settings automatically from the Internet** option and tap **Next**.
4. In **Your e-mail provider**, select **Exchange server** and tap **Next**.
5. Tap **Next** again.
6. Select the **Attempt to detect Exchange Server Settings automatically** option and tap **Next**.
7. Enter the **Domain** name and tap **Next**.
8. In **Server address**, enter the Exchange Server address and tap **Next**.
9. Select the items that you want to sync with the Exchange Server.

- Tips**
- To change synchronization settings of an information item, for example, E-mail, select the item, then tap **Settings**.
  - To change the rules for resolving synchronization conflicts, tap **Menu > Advanced**.

#### 10. Tap **Finish**.

- Notes**
- If you synchronized e-mail messages with your computer before, open ActiveSync on your device, then tap **Menu > Add Server Source** to set up an Exchange Server connection. When prompted to select information types for synchronization, you must first clear the **E-mail** check box under the Windows PC item before you can select **E-mail** under Exchange Server.
  - To change Exchange Server settings, open ActiveSync on your device, and then tap **Menu > Configure Server**.

## Starting synchronization

Before you start synchronizing with the Exchange Server, make sure your device has been set up with a Wi-Fi or data connection to the Internet so that you can synchronize over the air. For more information about connections, see Chapter 8.

After you finish setting up an Exchange Server connection, your device automatically starts synchronization.

To manually start synchronization, tap **Start > Settings**, and then touch **Sync Data**.

**Note** If you connect your device to your office computer via a USB or Bluetooth connection, you can use this connection to the computer to “pass through” to the network and download Outlook e-mail messages and other information to your device.

## 7.2 Working With Company E-mail Messages

Your device gives you instant access to your company e-mail messages and lets you manage your messages easier. Direct Push, Fetch Mail, Remote e-mail search, and e-mail flags are just some of the tools you can use to manage your e-mail messages.

**Note** Some messaging features depend on the Microsoft Exchange Server version used in your company. Check with your network administrator for the availability of these features.

### Automatic synchronization through Direct Push

**Direct Push** technology (push e-mail feature) enables you to receive new e-mail messages on your device as soon as they arrive in your Inbox on the Exchange Server. Items such as contacts, calendar and tasks are also immediately updated onto your device when these items have been changed or new entries have been added on the Exchange Server. To make Direct Push work, you need to have a Wi-Fi or data connection on your device.

You need to perform a full synchronization between your device and the Exchange Server before Direct Push can be enabled.

**Requirement** The Direct Push feature works for your device only if your company is using Microsoft Exchange Server 2003 Service Pack 2 (SP2) with Exchange ActiveSync or later.

### To turn on Direct Push in Comm Manager

1. Tap **Start > Settings**, and then touch **Communications**.  
**Tip** You can also tap **Start > All Programs > Comm Manager**.
2. On the Comm Manager screen, touch the OFF/ON slider at the right side of the **Microsoft Direct Push** item.

### To turn on Direct Push in ActiveSync

1. Tap **Start > ActiveSync** and then tap **Menu > Schedule**.
2. Select **As items arrive** in the **Peak times** and **Off-peak times** boxes.

**Note** When Direct Push is off, you need to manually retrieve your e-mail messages.

## Scheduled synchronization

If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook e-mail and information.

1. In ActiveSync on your device, tap **Menu > Schedule**.
2. Select from the available options to set the synchronization schedule.

**Tip** You can select a shorter interval in the **Peak times** box and a longer interval in the **Off-peak times** box, so that your e-mail messages are synchronized more frequently when you are working. To set the days and hours that make up your peak and off-peak times, tap the **peak times** link at the bottom of the screen.

## Instant download through Fetch Mail

The **Fetch Mail** feature downloads an entire e-mail immediately without the need for you to perform a full Send/Receive action. This limits the download to just the e-mail message that you want and helps save data cost.

**Requirement** Fetch Mail works for your device only if your company is using Microsoft Exchange Server 2007 or later.

1. Tap **Start > All Programs > Messaging > Outlook E-mail**.
2. Open an e-mail message.

3. By default, only the first few words of the message are shown. To download the whole e-mail, finger-scroll to the end of the message, then tap **Get the rest of this message**.
4. Wait for the remainder of the message body to download.

- Notes**
- For information about changing e-mail sync options such as setting the download size for e-mail, see "Customizing e-mail settings" in Chapter 6.
  - When you receive an e-mail that contains a link to a document such as a PDF or Microsoft Office document located on SharePoint or an internal file server, you can tap the link to view the document on your device. You can view the document only if you have a Microsoft Outlook account that synchronizes with Microsoft Exchange Server 2007 or later. Exchange Server must also be set up to allow access to SharePoint document libraries or internal file servers.

## Searching for e-mail messages on the Exchange Server

You can access e-mail messages that are not available on your device by searching your Microsoft Exchange Server mailbox. The search results are downloaded and displayed in a Search Results folder.

**Requirement** Your company must be using Microsoft Exchange Server 2007 or later.

1. Tap **Start > All Programs > Messaging > Outlook E-mail**.
2. Tap **Menu > Tools > Search Server**.
3. In the **Look for** text box, enter the search keyword.
4. Choose the date range of messages to search from.
5. In the **Look in** list, specify whether to search in the **Inbox**, **Sent Items**, or **All Folders**, and then tap **Search**.

**Tip** To clear the search results and return to the message list, tap **Menu > Clear Results**.

## Flagging your messages

Flags serve as a reminder for you to follow-up on important issues or requests contained in e-mail messages. Flagging messages, which has been a useful feature on desktop Outlook E-mail, can also be done in Outlook Mobile on your device. You can flag received e-mail messages on your device.

**Requirement** Flags are enabled only if e-mail messages are synchronized with Microsoft Exchange Server 2007 or later. Flags are disabled or hidden if e-mail messages are synchronized with earlier versions of Microsoft Exchange Server.

### To flag or unflag a message

1. Tap **Start > All Programs > Messaging > Outlook E-mail**.
2. Open a message.
3. Tap **Menu > Follow Up** and select one of the following options:
  - **Set Flag** Mark the message with a red flag to remind yourself to follow it up.
  - **Complete Flag** Mark the message with a check mark to indicate that the issue or request in the e-mail is already completed.
  - **Clear Flag** Remove the flag to unmark the message.

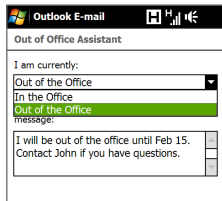
**Note** E-mail message reminders are displayed on your device if the messages are flagged with reminders and synchronized from the Exchange Server.

## Out-of-office auto-reply

Outlook Mobile allows you to retrieve and change your out-of-office status. Just like desktop Outlook, Outlook Mobile automatically sends an auto-reply message when you're not available.

### To send out-of-office auto-reply messages

1. Tap **Start > All Programs > Messaging > Outlook E-mail**.
2. Tap **Menu > Tools > Out of Office**.
3. In the **I am currently** list, select **Out of the Office**.
4. Enter your auto-reply message, and then tap **Done**.



## 7.3 Managing Meeting Requests

When you schedule and send meeting requests from your device, you can invite attendees to your meeting and check their availability.

When you receive a meeting request, you can reply by accepting or declining the request. The meeting request also clearly indicates whether or not there are conflicting or adjacent meetings.

**Requirement** Your company must be using Microsoft Exchange Server 2007 or later.

### To reply to a meeting request

1. When you receive a meeting request e-mail, a notification is displayed on your device. Open the e-mail.
2. Tap **Accept** to reply and accept the meeting request, or tap **Menu > Decline** if you cannot attend the meeting.

- Tips**
- Before responding, you can check your availability during the time of the requested meeting by tapping **View your calendar**.
  - If the time of the meeting conflicts with your other appointments, a “Scheduling Conflict” status appears on top of the e-mail.

3. Choose whether or not to edit your response e-mail before sending, then tap **OK**.

If you accept the meeting request, it is automatically added as an appointment in Calendar on your device.

## 7.4 Finding Contacts in the Company Directory

In addition to having contacts on your device, you can access contact information from your organization’s Company Directory. By having over-the-air access to the Company Directory, you can easily send e-mail messages and meeting requests to anyone in your company.

**Requirement** Access to the Company Directory is available only if your organization is running **Microsoft Exchange Server 2003 SP2 or higher**, and you have completed your first synchronization with the Exchange Server.

### When browsing Contacts, composing e-mail, or creating a meeting request


1. Synchronize with the Exchange Server.
2. Do any of the following:
  - While browsing through your contacts on the Contacts or Phone screen, tap **Menu > Company Directory**.
  - In a new e-mail message, tap the **To** box (or tap **Menu > Add Recipient**), and then tap **Company Directory** on the top of the list.
  - When creating a meeting request and selecting required and optional attendees in Calendar, tap **Company Directory**.



3. Enter a partial or full contact name and tap **Search**. In the search results list, tap a contact to select it.
4. You can save a contact from the Company Directory to your device by selecting the contact, and then tapping **Menu > Save to Contacts**.

**Note** You can search for the following information as long as that information is included in the Company Directory: First name, Last name, E-mail name, Display name, E-mail address, or Office location.

### When viewing a received Outlook e-mail message

1. Open a received Outlook e-mail message.
2. If a **Search** button () appears to the right of the sender name in the e-mail message, tap this button to search for the sender in the Company Directory.
3. If the sender is found, the contact details will be displayed. You can then choose to save the sender to your contacts, call the sender, and more.



# Chapter 8

## Internet

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### 8.1 Ways of Connecting to the Internet

Your device's networking capabilities allow you to access the Internet or your corporate network through Wi-Fi, GPRS/3G (or EDGE when available), or dial-up. You can also add and set up a VPN or proxy connection.

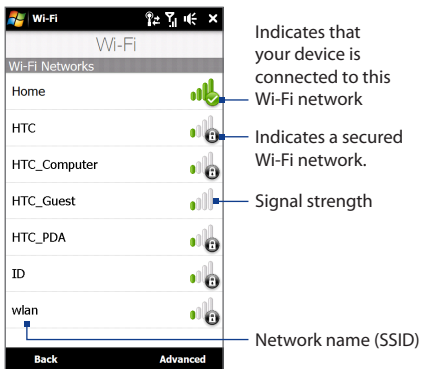
#### Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 100 meters (300 feet). To use Wi-Fi on your device, you need access to a wireless access point or "hotspot".

**Note** The availability and range of your device's Wi-Fi signal depends on the number, infrastructure, and other objects through which the signal passes.

#### To turn Wi-Fi on and connect to a Wi-Fi network

1. Tap **Start** > **Settings**, and then tap **Communications**.
2. Tap **Wi-Fi**. Detected wireless networks are displayed on the screen.
3. Tap the desired Wi-Fi network.
  - If you selected an open (unsecured) network, you are automatically connected to the network.
  - If you selected a secured network, enter the security key and then tap **Done**. You are then connected to the network.



**4. Tap Back** to return to the Communications screen.

Next time you use your device to detect Wi-Fi networks, you will not be prompted to enter the network key of the previously accessed Wi-Fi network (unless you perform a hard reset which will erase custom settings on your device).

- Notes**
- Wi-Fi networks are self-discoverable, which means no additional steps are required for your device to connect to a Wi-Fi network. It may be necessary to provide a username and password for certain closed wireless networks.
  - To turn off Wi-Fi, on the Communications screen, tap the OFF/ON slider at the right side of the **Wi-Fi** item.

## To check Wi-Fi network status

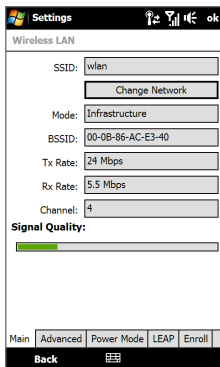
Aside from the Wi-Fi status icon on the title bar, you can check the current Wi-Fi connection status from any of the following screens of your device:

- **Wireless LAN screen**

Tap **Advanced** on the Wi-Fi screen.

On the **Main** tab, you will see the Wi-Fi network that your device is currently connected to.

The configuration and signal quality of the Wi-Fi network are also shown.



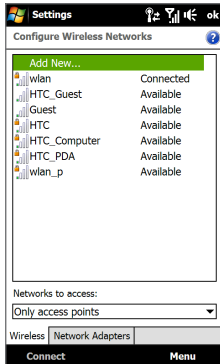
- **Configure Wireless Networks screen**

Tap **Start > Settings > All Settings > Connections** tab > **Wi-Fi** and then tap the **Wireless Networks** button. This screen displays all available Wi-Fi networks in range.

To connect to a Wi-Fi network in the list, tap and hold on the desired network, and then tap **Connect**.

Tap a Wi-Fi network in the list to view or change its connection settings.

You can also add new Wi-Fi networks, if available, by tapping **Add New**.



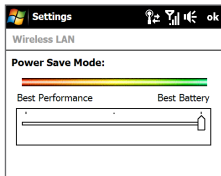
### To save battery power while connected to a Wi-Fi network

Using Wi-Fi quickly consumes battery power. Turn off Wi-Fi when not in use.

You can also enable power saving settings while using Wi-Fi.

1. Tap **Start > Settings**, and then tap **Menu > Wireless Networks > Power Mode** tab.
2. Move the **Power Save Mode** slider to a position that optimizes performance with the least power consumption.

For example, move the slider to the left (Best Performance) to have the optimal wireless network performance; move to the right (Best Battery) to obtain the maximum battery usage.



### GPRS/3G

Use **GPRS/3G** (or **EDGE**, if available) to connect to the Internet and to send and receive email on your device. You will need a data plan to use your wireless service provider's GPRS/3G network. Check with your wireless service provider to find out about GPRS/3G rates.

If you completed the Connection Setup process for auto-configuring the data connection the first time you turned on your device, your device is ready to use your wireless service provider's GPRS/3G services. Do not change the connection settings as this may cause services to stop working. If you need to add another GPRS/3G connection on your device, contact your wireless service provider.

- Note** If you did not complete the auto-configuration process before, follow the instructions in "To manually select the network operator to use for data connections" in Chapter 13 to configure the data connection for your device.

## Dial-up

To set up a dial-up connection to your Internet Service Provider (ISP) on your device, you need the same settings that you normally use when you dial up from your computer. This includes the ISP server phone number, your user name and password.

1. Tap **Start > Settings**, and then tap **All Settings**.
2. On the **Connections** tab, tap **Connections**.
3. Tap **Add a new modem connection**.
4. In the **Select a modem** list, select **Cellular Line**, then tap **Next**.
5. Enter the ISP server phone number, then tap **Next**.
6. Enter your user name, password, and any other information required by your ISP, then tap **Finish**.

## Starting a data connection

After setting up a data connection such as GPRS/3G or ISP dial-up on your device, you can now connect your device to the Internet. The connection is automatically started when you begin using a program that accesses the Internet such as Opera Mobile.

### To manually start a data connection

If you have set up multiple types of data connections on your device, you can manually start a connection.

1. Tap **Start > Settings**, and then tap **All Settings**.
2. On the **Connections** tab, tap **Connections**.
3. Tap **Manage existing connections**.
4. Tap and hold the name of the desired connection, and then tap **Connect**.

### To disconnect active data connections

1. On the Home screen, slide to the **Settings** tab, and then tap **Communications**.
2. Tap the OFF/ON slider at the right side of the **Data Connection** item.


## 8.2 Using Opera Mobile™

Opera Mobile™ is a full-featured Internet browser, optimized for use on your device.

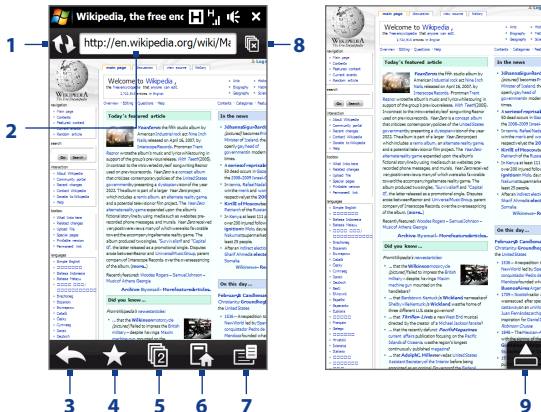
### To open Opera Mobile and go to a website

1. On the Home screen, slide to the **Internet** tab and then tap **Launch Browser**.
2. On the Opera Mobile screen, tap the address bar.

**Note** If the address bar is hidden, tap  at the bottom-right corner of the screen.

3. Enter the URL address and tap .

### The browser screen



- 1 Refresh the web page being viewed.
- 2 Enter the URL of the web site here.



- 3 Return to the previous web page viewed.
- 4 Go to the Bookmarks screen where you can add, edit, or send bookmarks.
- 5 Add a new browsing tab or switch to another browsing tab.
- 6 Go to the home page.
- 7 Open a list where you can change Opera Mobile settings. See “Opera Mobile menu” in this chapter for details.
- 8 Close the current tab. This is enabled only if you have more than one tab opened.
- 9 When browsing the web, Opera Mobile automatically switches to full screen mode. Tap to show the address and Menu bars again.

## Opera Mobile menu

On the menu bar, tap  to open the menu.



Open the Settings screen where you can set your home page, change display settings, set privacy settings, and more.

View items being downloaded, and resume or stop current downloads.

View information about the web page you are browsing.

See web pages that you have viewed.

Manage and view web pages that you have saved.

Open the Opera Mobile help file.

Close Opera Mobile completely.

**Note** For more information about using Opera Mobile, go to: <http://www.opera.com/products/mobile/>.

## Navigating web pages

### To pan on the web page

While browsing web pages, use finger gestures to pan on the web page.

**Tip** Touch and hold an empty area on a web page to open a shortcut menu that lets you go back to the previous page, reload the page, add the page as a Favorite, and more. You can also tap and hold a link or image on a web page to open a menu with different options.



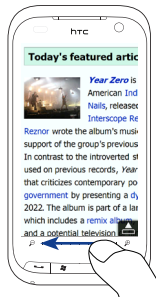
### To zoom in and out on web pages

While viewing a web page in full screen, slide to the right of the zoom bar to zoom in on the web page. To zoom out, slide your finger to the left.

**Tip** You can also tap the screen twice to zoom in. To zoom out, tap the screen twice again.



Zooming in



Zooming out

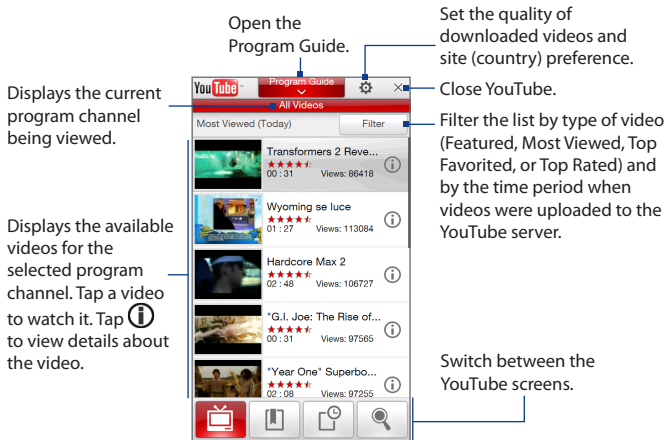
## 8.3 Using YouTube™

YouTube™ lets you browse, search, and watch Internet videos that are posted in YouTube.


**Note** You need an active data or Wi-Fi connection to use YouTube. If you are using a GPRS/3G connection, watching Internet videos may significantly increase your data connection costs.

### To open YouTube

On the Home screen, slide to the **Internet** tab, and then tap **YouTube**.



### Searching videos

1. On the YouTube screen, tap .
2. On the **Search** screen, enter the video information, and then tap **Search**.



YouTube searches for the video, and then displays all related videos on the screen.

3. Tap on a video to watch it. See “Watching videos” for details.

## Using the Program Guide

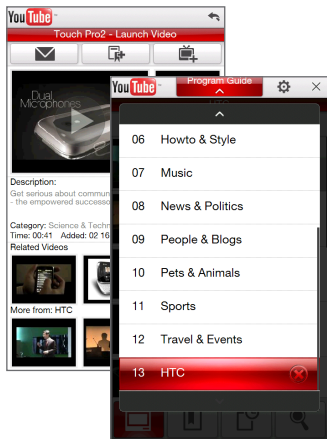
The Program Guide categorizes videos into channels so you can browse and watch related videos available on YouTube. You can also add your favorite video channel in the Program Guide.

### To add a new channel

1. Search the channel or video you want to add to the Program Guide. See “Searching videos” for details.
2. In the search results list, tap  at the right side of the video or channel to open the details screen.
3. Tap , and then tap **OK** on the confirmation screen.

The channel you just subscribed to is shown when you tap **Program Guide**.

**Tip** You can also add a search information as a program channel.



### To change the program channel


1. On the **Videos** screen, tap **Program Guide** at the top of the screen.
2. On the Program Guide, select a channel.

**Tip** You can scroll down to view more channels.

The video list refreshes to display the available videos for the selected channel.

### To delete a program channel

You can only delete channels that you have added to the Program Guide.


1. Tap **Program Guide**.
2. Scroll down to the channel that you want to delete, and then tap .
3. On the confirmation screen, tap **Yes**.

### Watching videos

Tap a video on any YouTube screen, program guide channel, or search results list to launch the YouTube Video Player.

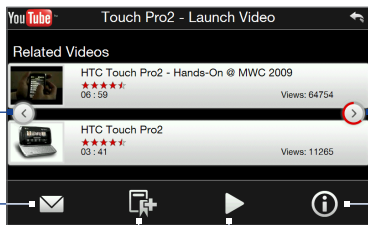


**Tip** To adjust the volume, press the VOLUME UP and VOLUME DOWN buttons on the left panel of the device.

When you tap Stop (  ) or finish watching the entire video, you can select from the following options.

Go back to the previous page of related videos.

Send the link of the previously watched video via e-mail, or to send the video thumbnail via MMS.



Add the video to your Bookmarks.

Replay the video.




Go to the next page of related videos. If no action is taken, the next page is automatically displayed after 10 seconds.

View information about the video you just watched.


## Bookmarks

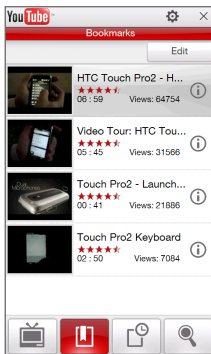
You can save your favorite videos in Bookmarks for quick access.

### To save a video in Bookmarks


After watching a video, tap . You can also tap  on any video that you want to add to Bookmarks and then tap  on the video details screen.

### To watch videos in Bookmarks


On the YouTube screen, tap . Tap a video to watch it.



### To delete a video from Bookmarks

1. On the **Bookmarks** screen, tap **Edit**.
2. Tap  on the video you want to remove.
3. On the confirmation screen, tap **Yes**.
4. Tap **Done**.

### History

View recently watched videos on the History screen. On the YouTube screen, tap  and then tap a video to watch it.

**Note** To clear the History list, tap **Clear**.

## 8.4 Using Streaming Media

**Streaming Media** lets you stream live broadcasts or on-demand media content from the web. The media is sent in a continuous stream to your device and is played as it arrives, along with the audio.

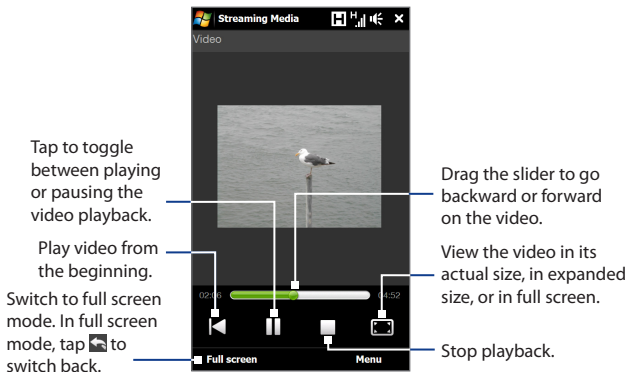
The Streaming Media program allows you to play **3GP** and **MPEG-4** files. It also supports playback of **SDP** (Session Description Protocol) files.

### To access streaming content via Opera Mobile

In Opera Mobile, you can open a web page containing RTSP (Real Time Streaming Protocol) links to streaming media content then play the content in the Streaming Media program.

1. On the Home screen, slide to the **Internet** tab and tap **Launch Browser**.
2. In the address bar, enter the URL address of the web page that contains the RTSP link to the desired \*.3gp, \*.mp4, or \*.sdp file.
3. On the web page, tap the RTSP link.

4. Streaming Media then automatically opens and starts playing the file. During playback, use the slider and button controls to play/pause, switch to full screen, replay, and fast forward.



### To stream media files directly on the Streaming Media Player

Streaming Media only supports RTSP links when you stream \*.3gp and \*.mp4 files directly on the program.

1. Tap **Start > All Programs > Streaming Media**.
2. Tap **Menu > Connect**.
3. Enter the complete RTSP link, and then tap **Connect**. Streaming Media starts playing the file.
4. During playback, use the slider and playback control buttons to play/pause, switch to full screen, replay, and fast forward.



### To view streaming video information

While streaming a video clip, tap **Menu > Properties** to view the video properties such as the video link or location, duration, and bit rate.

### To configure streaming video connection settings

Tap **Menu > Options** to configure the Streaming Media settings. From this screen, you can set the media buffer, select the connection to use, and set all streaming videos to play in full screen.

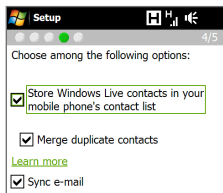
## 8.5 Using Windows Live™

**Windows Live™** helps you quickly find information using Windows Live™ Search, access and synchronize your Windows Live™ Mail e-mails and contacts, and send instant messages using Windows Live™ Messenger.

### To set up Windows Live™ for the first time

1. Tap **Start > All Programs > Windows Live**, and then tap **Sign in to Windows Live**.
2. Tap the links to read the Windows Live™ Terms of Use and the Microsoft Online Privacy Statement. After reviewing them, tap **Accept**.
3. Enter your Windows Live™ Mail or Hotmail address and password, select the **Save password** checkbox, and then tap **Next**.
4. Tap **Next**.
5. Choose what information you want to sync online with your device.

If you select **Store Windows Live contacts in your mobile phone's contact list**, your Windows Live™ contacts will be added to the contact list and to Windows Live™ Messenger on your device.




If you select **Sync e-mail**, your Windows Live™ Mail or Hotmail inbox messages will be downloaded to your device.

6. Tap **Next**.

7. After synchronization is complete, tap **Done**.

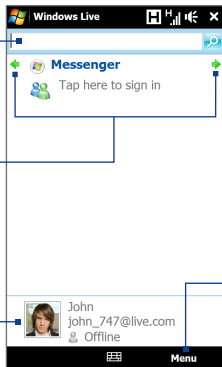
## The Windows Live™ screen

Search bar. Enter the information you want to search, then tap .

Switch between the Windows Live™ Messenger, Windows Live™ Mail, and Sync status screens.

Change your display name, picture, and personal message.

Adjust Windows Live™ settings.



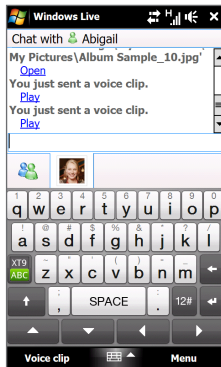
## Using Windows Live™ Messenger

With this mobile version of **Windows Live™ Messenger**, you can send and receive instant messages.

### To sign in to Windows Live™ Messenger and start a conversation

1. Tap **Messenger** on the Windows Live™ screen.
2. Tap **Sign in** on the Messenger screen. Signing in may take several minutes, depending on your connection speed.

3. In the contact list, select an online contact, and then tap **Send IM** to open the message screen.
4. On the message screen, enter your message in the text field, then tap the Enter key on the on-screen keyboard to send the message. You can also do any of the following on the message screen:
  - To add an emoticon, tap **Menu > Add emoticon**, then tap an emoticon on the screen. The emoticon is attached to your message.
  - To send a file, tap **Menu > Send**, select the type of file (picture, voice clip, or any file), and then locate the file you want to send.
  - To invite one or more contacts to the conversation, tap **Menu > Options > Add participant**.
  - To send a voice message, tap **Voice clip** on the message screen, then start talking. When you have finished recording, tap **Send**.
5. To end the conversation with the current contact, tap **Menu > End conversation**.
6. To sign out, tap **Menu > Sign Out**.



### To add a Windows Live™ contact

You can add new Windows Live™ contacts in Windows Live™ Messenger.

1. Tap **Menu > Add new contact**.
2. Enter the e-mail address of the contact, and then tap **OK**.