User Manual

htc
smart mobility

Please Read Before Proceeding

THE BATTERY IS NOT 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 DISASSEMBLE OR ATTEMPT TO DISASSEMBLE THE DEVICE.

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 PDA Phone.

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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.

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 is 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.

- **Take extra precautions**
    - Keep the battery or device dry and away from water or any liquid as it may cause a short circuit.
    - Keep metal objects away so they don't come in contact with the battery or its connectors as it may lead to short circuit during operation.
    - The phone should be only connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.
    - Do not use a battery that appears damaged, deformed, or discolored, or the one that has any rust on its casing, overheats, or emits a foul odor.
    - Always keep the battery out of the reach of babies and small children, to avoid swallowing of the battery. Consult the doctor immediately if the battery is swallowed.
    - If the battery leaks:
        - Do not allow the leaking fluid to come in contact with skin or clothing. If already in contact, flush the affected area immediately with clean water and seek medical advice.
        - Do not allow the leaking fluid to come in contact with eyes. If already in contact, DO NOT rub; rinse with clean water immediately and seek medical advice.
        - Take extra precautions to keep a leaking battery away from fire as there is a danger of ignition or explosion.

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.

NOTE: For France, Earphone (listed below) for this device have been tested to comply with the Sound Pressure Level requirement laid down in the applicable NF EN 50332-1:2000 and/or NF EN 50332-2:2003 standards as required by French Article L. 5232-1.

• Earphone, manufactured by HTC, Model HS S300.

SAFETY IN AIRCRAFT
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 Airplane 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 phone near metal structures (for example, the steel frame of a building).
- Avoid using your phone 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 they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your 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. 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.

Antenna location
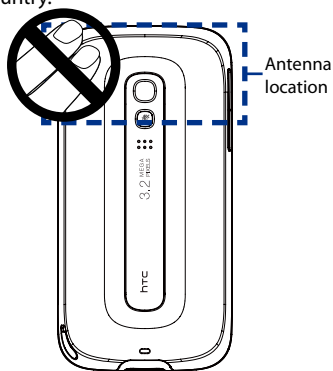
General Precautions

- **Avoid applying excessive pressure to the device**
  Do not apply excessive pressure on the screen and the device to prevent damaging them and remove the device from your pants' pocket before sitting down. It is also recommended that you store the device in a protective case and only use the device stylus or your finger when interacting with the touch screen. Cracked display screens due to improper handling are not covered by the warranty.

- **Device getting warm after prolonged use**
  When using your device for prolonged periods of time, such as when you're talking on the phone, charging the battery or browsing the web, the device may become warm. In most cases, this condition is normal and therefore should not be interpreted as a problem with the device.

- **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 onto 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.

  NOTICE: 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 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.

Contents

Chapter 1

Getting Started

1.1 Getting to Know Your Touch Phone and Accessories

Accessories

The product package includes the following items and accessories:

- PDA Phone
- Battery
- AC adapter
- Screen protector
- Wired stereo headset

- USB sync cable
- Pouch
- Quick Start Guide
- Getting Started and Application discs
- Extra stylus

Top panel
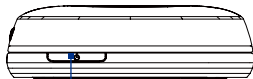
POWER
Press to turn off the display temporarily. To turn off
the power, press and hold for about 3 seconds. For
more information, see "Starting Up" in this chapter.

Left panel

Right panel

VOLUME UP
During a call or when playing music, press this button to increase the volume.

VOLUME DOWN
During a call or when playing music, press this button to lower the volume.
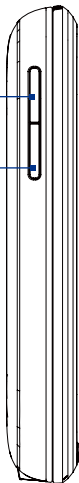
Speaker

Stylus
Tap items, write, or draw on the touch screen.
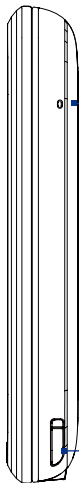
Front panel

Notification LED*
See description below.

Earpiece
Listen to a phone call from here.

Light Sensor
Senses the ambient light and adjusts the screen backlight accordingly.

Touch Screen

HOME
Press to return to the Home screen. See Chapter 3 for details.

BACK
Press to return to the previous screen.

TALK/SEND
• Press to answer an incoming call or dial a number.
• During a call, press and hold to toggle the speakerphone on and off.
• Press and hold to use Voice Speed Dial. (See Chapter 12 for details.)

END
• Press to end a call or return to the Home screen.
• Press and hold to lock the device.
(To customize the END key, tap **Start > Settings > Personal** tab **> Buttons > End Key** tab).

Zoom bar

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* The Notification LED shows a:
   • Flashing green light when there are new SMS, MMS or e-mail messages, missed calls, or reminders.
   • Solid green light when the device is connected to the power adapter or a computer and the battery is fully charged.
   • Solid amber light when the battery is being charged.
   • Flashing amber light when the remaining battery level reaches below 10%.

Back panel

3.2 Megapixel Camera
See "Taking Photos and Videos" in Chapter 11 for details.

Back Cover
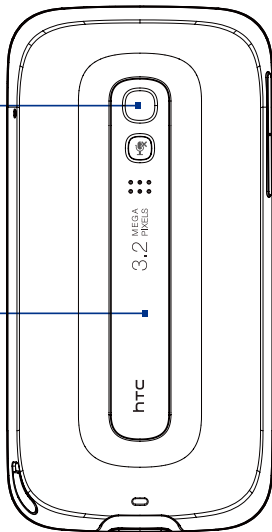
Bottom panel

Microphone
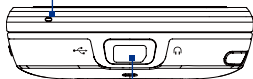
Sync Connector/Earphone Jack
• Connect the supplied USB cable to synchronize information.
• Connect the power adapter to recharge the battery.
• Connect the supplied USB stereo headset for hands-free conversation or for listening to audio media.

1.2 Installing the SIM Card, Battery, and Storage Card

Always turn off your device before installing or replacing the SIM card, battery, and storage card. You also need to remove the back cover before you can install these components.

To remove the back cover
1. Make sure your device is turned off.
2. Firmly hold the device with both hands and the front panel facing down.
3. Push the back cover up with your thumbs until it disengages from the device and then slide it up to remove.

SIM card

The SIM card contains your phone number, service details, and phonebook/message memory. Your device supports both 1.8V and 3V SIM cards.

Note Some legacy SIM cards may not function with your device. You should consult with your service provider for a replacement SIM card. There may be fees for this service.

To install the SIM card
1. Remove the battery if it is installed.
2. Locate the SIM card slot, then insert the SIM card with its gold contacts facing down and its cut-off corner facing out the card slot.
3. Slide the SIM card completely into the slot.

To remove the SIM card

1. Remove the battery if it is installed.

2. Press and hold the lock in the SIM card slot opening with your thumb.

3. Slide the SIM card out from the slot with your other thumb or finger.

Battery

Your device comes with a rechargeable Lithium-ion battery and is designed to use only manufacturer-specified original batteries and accessories. Battery performance depends on many factors, including network configuration, signal strength, usage pattersns, and more. For battery life estimates, see Specifications in the Appendix.

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 regulations.

To install the battery

1. Align the battery's exposed copper contacts with the battery connectors at the bottom part of the battery compartment.

2. Insert the contacts side of the battery first and then gently push the battery into place.

3. Replace the back cover.

To remove the battery

1. Make sure your device is turned off.

2. Remove the back cover.

3. The upper left side of the battery has a notch. Lift the battery from the notch to remove it.

Storage card

To have additional storage for your images, videos, music, and files, you can purchase a microSD™ card and install it into the your device.

To install a microSD card

1. Make sure that your device is turned off, then remove the back cover if it is installed.

2. Locate the microSD card slot on the upper part of the exposed right panel.

3. Insert the microSD card into the slot with its gold contacts facing down until it clicks into place.

Note   To remove the microSD card, press it to eject it from the slot.

1.3 Charging the Battery

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

Note   Only the AC adapter and USB sync cable provided with your device must be used to charge the device.

Connect the USB connector of the AC adapter to the sync connector on your device, then plug in the AC adapter to an electrical outlet to start charging the battery.

Charging is indicated by a solid amber light on the Notification LED. As the battery is being charged while the device is on, a charging icon 🔌 also appears in the title bar of the Home screen. After the battery has been fully charged, a full battery icon 🔋 appears in the title bar of the Home screen.

Warning!   • Do not remove the battery from the device while you are charging it using the AC or car adapter.

• As a safety precaution, the battery stops charging when it overheats.

1.4 Starting Up

After installing your SIM card and battery and charging the battery, you can now power on and start using your device.

Turning your device on and off

To turn on the device
   1. Press the POWER button.
   2. When you turn on your device for the first time, a Quick Start Wizard guides you through the screen calibration process. After the Quick Start Wizard finishes, the device installs customization settings, then restarts.

To turn off the device

1. Press and hold the POWER button for a few seconds.
2. Tap **Yes** when a message prompts you to choose whether or not to turn off the device completely.

Importing SIM contacts and auto configuring data connection settings

After the device restarts for the first time, the **SIM Card Changed** screen appears and gives you the option to import SIM card contacts to your device and/or automatically configure your device's data connections, such as 3G/EDGE/GPRS, MMS, and WAP.

Note   If you prefer to import SIM contacts or configure the device's data connection settings later, touch **Cancel** on the SIM Card Changed screen.

1. On the SIM Card Change screen, touch **Next**.

   The device will start to import SIM contacts to your device.

2. When finished importing SIM contacts, tap **Next** to launch Connection Setup.

   Note   If your SIM card supports multiple network operator profiles, you will be prompted to select the network profile to use. Select the profile, and then tap **Next**.

3. Tap **Next**. Connection Setup will start to configure your device's data connection settings.

4. After Connection Setup completes the configuration, tap **Restart**.

Setting up My Contact Card

My Contact Card lets you enter and save your contact information so you can easily share it with your contacts. If you have a Facebook account, you can also sync your Facebook profile with My Contact Card so you can receive instant notifications everytime you or your Facebook friends change profiles or post events.

Note   If you prefer to set up My Contact Card later, tap **Skip**. You can open My Contact Card from the **Settings** tab of the TouchFLO 3D Home screen. See Chapter 3 for details.

To set up My Contact Card using your Facebook profile

1. When the My Contact Card screen appears, touch **Next**.
2. On the Add Photo screen, tap **Facebook Profile**.
3. When prompted, enter your Facebook user name and password, then tap **OK**.

   Note   You need an active data or wireless network connection to the Internet to access your Facebook profile. See Chapter 10 for details on how to connect to the Internet.

4. When prompted to download your Facebook profile photo, tap **Yes**. Select the **Auto Update** option to synchronize My Contact Card with your Facebook profile.
5. On the Detail Information screen, tap the fields to show the on-screen keyboard and start entering information. You can scroll up the screen to view more fields.
6. When finished entering information, tap **Next**, and then tap **Done** on the subsequent screen.

Switching to Sleep mode

Briefly press the POWER button to turn off the display temporarily and switch your device to **Sleep mode**. Sleep mode suspends your device to a low power state while the display is off in order to save battery power.

Your device automatically goes into Sleep mode when you leave the device idle after a certain period of time. You will still be able to receive messages and calls while your device is in Sleep mode. Pressing the POWER button again or incoming calls will wake up your device.

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1.5 Home Screen

The default home screen of the device is the TouchFLO™ 3D Home screen which allows finger-touch access to the most important functions such as contacts, text messages, e-mail, Internet, and more.

For more information about using the TouchFLO 3D Home screen, see Chapter 3.

Signal strength

Connection status

Notification

Adjust volume

Battery status

Start menu

Quick menu

Service Provider

8 27

Jan 20, 2009   08:00

📞 1 Missed Call

All Day
Fred Contemporary (Deco hotel)
19:00 - 21:00
Dinner with Lian(Gravy)

TouchFLO 3D Home screen

Open the Phone screen (See Chapter 2 for details)

Phone

Camera

Open the Camera.

1.6 Notifications

When you touch or tap the icon area of the title bar, the Notifications screen opens and displays your connection status and lists all your pending notifications including missed calls, new SMS/MMS messages, and more. Touch an item on the Notifications screen to open the corresponding application or the related TouchFLO 3D tab.

Tap to open the related application or TouchFLO 3D tab.

Tap to dismiss all notifications.

Tap to close the Notifications screen.

Notifications

Service Provider (CHT GPRS(inte... 00:03:35

New Messages
You have New Message(s).

Missed Call
You have 1 Miss Call(s).

Close   Dismiss All
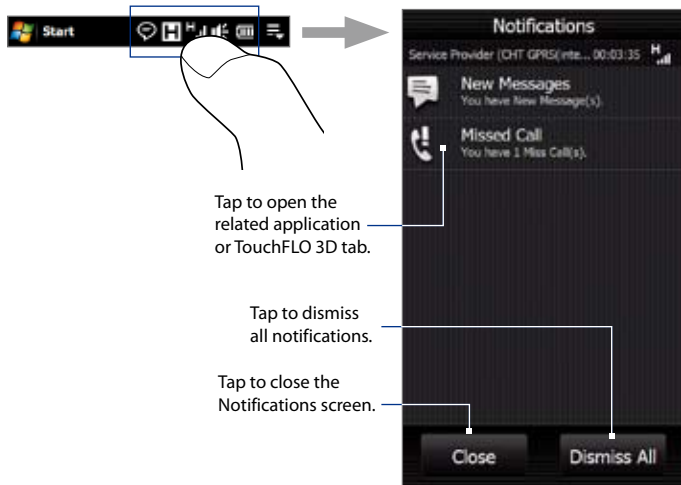
1.7 Status Icons

The following are some of the status icons that you may see on the device.

Icons that appear in this area	
	Vibrate mode
	Sound on
	Sound off

Icons that appear in this area	
	Battery charging
	Battery full
	Battery very low

Icons that appear in this area	
	Connection Setup
	Multiple notifications; tap the icon to view all
	New text messages; SMS notification of voice mail
	Sending MMS
	Receiving MMS
	MMS sent
	Cannot send MMS
	New incoming MMS
	New Windows Live™ message
	Missed call

Icons that appear in this area	
	Speakerphone on
	Roaming
	Alarm
	Other wireless network(s) detected
	Wired headset connected
	Bluetooth on
	Bluetooth visible mode on
	Bluetooth stereo headset connected

Icons that appear in this area	
G	GPRS available
E	EDGE available
H	HSPA available
3G	WCDMA/UMTS available
⬚↔	Connected to a wireless network
↔	Connection is active
↔✕	Connection is not active
↻	Synchronization in progress

Icons that appear in this area	
G↔	GPRS connecting
G॥	GPRS in use
E↔	EDGE connecting
E॥	EDGE in use
H↔	HSPA connecting
H॥	HSPA in use
3G↔	WCDMA/UMTS connecting
3G॥	WCDMA/UMTS in use
▼॥	Maximum signal strength
▽	No signal
▼✕	Phone is turned off
▼!	No phone service
▽	Searching for phone service
📶	Voice call in progress
✆	Call on hold
↪	Calls are forwarded
✆	Dialing while no SIM card is inserted
✕	No SIM card inserted

1.8 Start Screen

The Start screen, which can be opened by touching **Start** from the top left corner of the screen or by pressing the HOME/START (?) key, gives you one-touch access to all the programs and settings of your Windows Mobile-powered device. You can also add the shortcut icons of your favorite programs in the Start screen so you can open them quickly.

Open the Start menu.

Open a recently-used program.

Touch or tap an icon on the Start screen to open the corresponding program or settings.

Open a program.

Access more programs.

View and change settings.

You can scroll up the screen to view more programs.
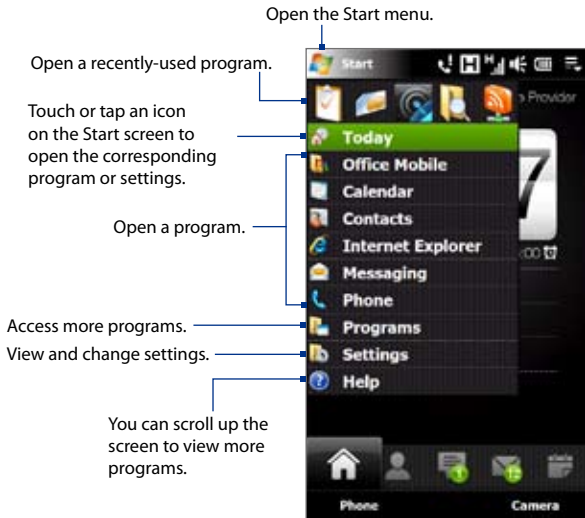
Note The **Home**, **Programs**, and **Settings** icons are permanent icons and cannot be removed or replaced with other program icons.

To add a program icon to the Start screen

  1. Touch an empty slot to open the Add Program screen that lists all applications on your device.

  2. Touch the program you want to add to the start screen.

  3. When you have filled up the screen with programs, scroll down the screen to access more empty slots and add more program icons. To scroll down, press and hold on the screen and then drag your finger upward.

The Start screen can hold up to 21 program icons. To scroll back up, press and hold on the screen and then drag your finger downward.

To remove or replace a program icon on the Start screen

  1. On the Start screen, touch **Remove**.

  2. Touch the program icon you want to remove or replace to clear the slot.

  3. Touch **Done**.

  4. If you are replacing the slot with another program icon, follow the steps in "To add a program icon to the Start screen.

1.9 Quick Menu

The Quick menu, which can be opened from the top right corner of the screen, shows the currently running programs. You can quickly switch between running programs, stop programs, and see how much program memory is being used.

Customize Task Manager settings. (See "Using Task Manager" in Chapter 13.)

Touch this icon to open the Quick Menu.

Stop all currently running programs.

Shows the total percentage of program memory in use. Touch to open the Memory settings screen.

- To switch to a running program, touch the program name.
- To stop a running program, touch ⊠.

1.10 **Adjusting the Volume**

A single volume control adjusts both the system volume (volume level of sound notifications and audio/video playback) and the ring volume (volume of the phone ring) of your device.

1. Press the VOLUME UP/DOWN buttons on the left panel of your device to open the Volume screen.

2. To increase or decrease the volume level, drag your finger up or down the volume bars, or press the VOLUME UP/DOWN button.

- Touch **Vibrate** to switch the device to Vibrate mode.

- Touch **Silent** to mute the device volume.

3. The Volume screen automatically closes. You can also manually close the screen by touching the screen.

Note Use the VOLUME UP/DOWN buttons on the left panel of your device to adjust the conversation phone volume during an ongoing call.

Volume bars

To separately adjust the system and ring volumes

1. Slide to the **Settings** tab, then touch **Sound**.

2. Turn off the **Single Volume** option.

3. Press the VOLUME UP/DOWN button.

4. To switch between the Ring Volume and System Volume screens, touch **Ring** or **System** on top of the screen.

5. Follow steps 2 to 3 of the previous section to adjust the volume level.

1.11 Using Finger Gestures

You can use finger gestures to scroll, zoom and pan on the touch screen.

Finger scrolling

Finger scrolling can be used to scroll up and down web pages, documents, and lists such as the contacts list, file list, message list, calendar appointments list, and more.

When finger scrolling, swipe or flick your finger on the touch screen.
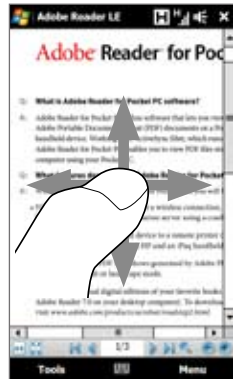
To scroll up and down

- To scroll down, swipe your finger upward on the touch screen.
  To scroll up, swipe your finger downward on the touch screen.
- To auto-scroll, flick your finger upward or downward on the touch screen.
  Touch the screen to stop scrolling.

To scroll left and right

- To scroll towards the right, swipe your finger to the left.
  To scroll towards the left, swipe your finger to the right.

- To auto-scroll, flick your finger left or right. Touch the screen to stop scrolling.

Finger zooming

The type of finger gesture to use when zooming varies in different programs.

- To zoom in on a web page in Opera Mobile or on a photo in Album, tap your finger twice on the screen. See "Using Opera Mobile" in Chapter 8 and "Viewing Photos and Videos Using Album" in Chapter 11 for details.

Finger panning

You can use finger panning to move to and view other parts of a zoomed photo, web page, document, or an e-mail. To pan, touch and hold on the touch screen and then drag your finger in any direction.

Tip   To enable or mute finger scrolling and panning sound, touch **Start > Settings > System** tab > **TouchFLO**, and then select or clear the **Enable sound when finger scrolling and panning** check box.

1.12 Connecting Your Device to a Computer

Whenever you connect your device to the computer with the USB cable, the Connect to PC screen will be displayed and will prompt you to choose the type of USB connection:

ActiveSync
Select this mode when you need to do the following:

- Synchronize Outlook e-mail messages, contacts, calendar appointments, files, and other data between your device and your computer.
- Have read and write access to the whole device.

For more information about using ActiveSync, see Chapter 5.

Disk Drive
This mode is available for selection only when you installed a microSD card on your device. Select this mode when you want to use your storage card as a USB thumb drive. This connection type lets you copy files between your device's storage card and your computer faster.

When Disk Drive mode is enabled while your device is connected to the computer:

- You will not be able to use your device to access files from the storage card or run applications that are installed on the storage card while the device is connected to your computer.
- Your computer will only connect to the device's storage card. When you access your device from the computer, you will only see the contents of the device's storage card.

Internet Sharing
When you do not have Internet access on your computer, you can select this mode to use your device as a modem for your computer. For more information about using Internet Sharing, see "Using Your Device as a Modem (Internet Sharing)" in Chapter 8.

Chapter 2

Using Phone Features

2.1 Making Calls

To make a call, you can either dial a number or select a contact you want to call.

Note Most SIM cards are preset with a PIN (personal identification number) that is provided by your wireless service provider. When prompted, enter the preset PIN, then tap **Enter**. If you entered the wrong PIN three times, the SIM card will be blocked. If this happens, you can unblock it with the PUK (PIN Unblocking Key) obtained from your wireless service provider.

Making a call from the Phone screen

To open the Phone screen, tap **Start > Phone** or press the TALK/SEND button ( )

The Phone's **Smart Dial** feature makes it quick and easy for you to place a call. When you start entering a phone number or contact name, Smart Dial automatically searches and sorts the contact entries on the SIM card, in Contacts, and the phone numbers in Call History (including incoming, outgoing, and missed calls). You can then select the desired number or contact from the filtered list.

You can just enter the first letter of the name or number of a contact. Smart Dial will search for contact phone numbers and the first character of a contact name as well as from the character that appears after a space, dash, or underscore in a contact name.

For example, if you tap number "2" on the phone keypad, which is associated with [a, b, and c] on the Phone keypad, contact names such as the following will be considered matches: "**B**en Miller", "George **A**dams", "John-**C**arter", "**C**arter, Ellen", "Dixon, **A**llan", "Thomas_**C**lark", "Jane**C**ampbell".

If the matching list is long and you want to narrow down the search further, enter another letter. Using the same example above, if you continue to tap "3" which is associated with [d, e, f], the matching list will be narrowed down to the following names: "**Be**n Miller", "George **Ad**ams", "**C**arter, **E**llen", "**D**ixon, **A**llan".

To call a phone number or contact

  1. Press the TALK/SEND button.

  2. Begin entering the first few numbers or characters by tapping the keys on the Phone keypad. As you enter numbers or letters, the Smart Dial panel will display matches found.

  If you tapped a wrong number or character, tap ← to erase each subsequent digit or character. To erase the entire entry, tap and hold ←.

Tip   After entering the first digits and the number you are dialing is not found in your contacts, a **Save to Contacts?** button will appear above the keypad. Tap this button and then choose whether to create a new contact to save the number or to add the number to an existing contact.

  3. Tap ▤ to close the phone keypad and to see if there are more matching numbers or contacts in the Smart Dial panel. To browse through the filtered list, flick through the list or slide your finger up or down the list slowly.

Add the number to your contacts.

Smart Dial panel

Open the contact details.

Tap to open or close the phone keypad.

4. To call a number or contact, do one of the following:

- Tap the desired phone number or contact from the list.
- To call a different phone number associated with the contact, touch the contact card icon 📖 at the right side of the contact name. On the contact details screen, tap the number you want to call.

Tips • When in a call, use the VOLUME UP/DOWN button on the side of the device to adjust the phone volume.

• To send a text message to a selected contact, touch 📖 , then tap **Send Message**. For more information about sending text messages, see "Text Messages" in Chapter 6.

Making a call from the TouchFLO 3D Home screen

See "People" in Chapter 3 for details.

Making an emergency call

Enter the international emergency number for your locale, and press the TALK/SEND button on your device.

Tip   Additional emergency numbers may be included in your SIM card. Contact your wireless service provider for details.

Making an international call

1. Tap and hold the number 0 key on the Phone screen until the plus (+) sign appears.
   The plus (+) sign replaces the international prefix of the country that you are calling.
2. Enter the full phone number you want to dial, and press the TALK/SEND button on your device. The full phone number includes the country code, area code (without the leading zero, if any), and phone number.

Calling voice mail

Number 1 is generally reserved for your voice mail. Tap and hold this button on the Phone screen keypad to call voice mail and retrieve your voice mail messages.

2.2 Answering and Ending Calls

When you receive a phone call, the Incoming Voice Call screen will appear, allowing you to either answer or ignore the call.

Accepting or rejecting an incoming voice call

To answer a call

Do any of the following:

- Fully slide the center button to the left of the **Answer/Ignore** bar.
- Press the TALK/SEND button.

To reject a call

Do any of the following:

- Fully slide the center button to the right of the **Answer/Ignore** bar.
- Press the END button.

Center button. Slide to the left to answer or to the right to reject the call.

To mute the ringing sound

To mute the ring without rejecting the call, tap **Mute Ring** at the bottom right side of the Incoming Voice Call screen. You can also put the device face down on a flat surface to mute the ringing sound.

To reject a call and send a text message

When you reject a call, you can choose to automatically send a text message to the mobile phone of the caller.

1. On the Phone screen, tap **Menu > Options > Advanced** tab.
2. Select the **Reject call with text message** check box.
3. Change the default text message if needed, then tap **OK**.

When **Reject call with text message** is enabled, tap **Send Text** when the phone rings to reject the call and send the text message to the caller.

Using the call functions

When a call is in progress, a shade covers the call function buttons to prevent accidental taps. Only the **Keypad** and **End Call** buttons are active.

To access the call function buttons, tap and hold the top of the shade, then slide it down the screen. The call function buttons allow you to put a call on hold, dial another contact for a phone conference, enter notes about the conversation, and more.

Call functions

Contact options. See "People" in Chapter 3 for details.
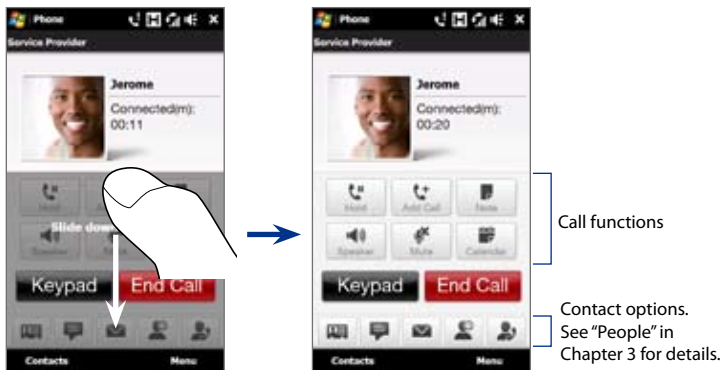
Note   When the Phone is dialing, only the **Speaker**, **Mute**, **Note**, **Contacts**, and **End Call** buttons can be used. Other buttons are disabled.

To handle multiple calls

Your device notifies you when you have another incoming call, and gives you the option of rejecting or accepting the call. If you are already on a call and accept the new call, you can choose to switch between the two callers.

1. Press the TALK/SEND button to accept the second call and put the first call on hold.

2. To switch between callers, tap $\color{gray}■■$.

3. To end the second call and return to the first call, tap **End Call** or press END on your device.

To set up a conference call

1. Make a call to the first conference call participant.

2. When connected, touch **Keypad**, then dial the number of the second participant. The first participant is put on hold when you dial the second participant.

3. When connected to the second participant, touch $\color{gray}■■■$.

4. To add another participant to the conference call, touch ( ) on the conference call screen, then dial the number of the contact you want to invite to the conference call.

   Note The conference call is put on hold when you call another contact. When you are connected to the other contact, you can talk to that party in private.

5. When connected, touch ( ) to add the participant to the conference call.

6. When finished, touch **End Con-Call** or press END to end the conference call.

Note Not all mobile phone networks support conference calling. Contact your wireless service provider for details.

To use the speakerphone

During a call, tap [icon] to toggle between turning the speakerphone on or off. The speakerphone icon [icon] appears in the title bar when the speakerphone is on.

Tip You can also press the TALK/SEND button to toggle between turning the speakerphone on or off.

Warning! To avoid damage to your hearing, do not hold your device against your ear when the speakerphone is turned on.

To mute the microphone during a call

Tap [icon] to toggle between turning the microphone on or off. When the microphone is turned off, the mute icon [icon] appears on the screen.

To open Notes while in a call

Tap [icon] , or pull out the stylus.

To view or create appointments during a call

Tap [icon] to open the Calendar and browse your appointments or create a new one. Close the Calendar screen to return to the Phone screen.

To end a call

When a call is in progress, tap **End Call** or press END to hang up.

To add a new phone number to Contacts after a call

If the phone number of the person who called is not in Contacts, you can choose to save the number after you hang up.

1. On the Phone screen, tap **Menu > Options > Advanced** tab.
2. Select the **Add new phone number to Contacts at end of call** check box, then tap **OK**.

When you enable this option, a pop-up message appears after you end the phone call and lets you create a new contact from the number or add the phone number to an existing contact.

2.3 **Using Call History**

The missed call icon 📞 icon appears in the title bar when you missed a call. Open the Call History to check who the caller was, or view all your dialed numbers, and received calls. To open the Call History screen, Tap the **Call History** or **Missed Call** item on the TouchFLO 3D Home tab, or tap **Menu > Call History** on the Phone screen.
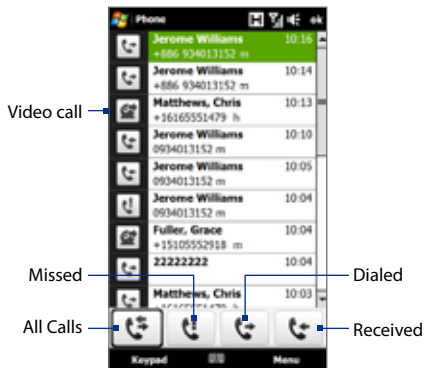
If you have a long list of calls in the Call History, tap one of the buttons at the bottom of the screen to filter the list according to the type of call.

2.4 Speed Dial

Use **Speed Dial** to call frequently-used numbers with a single tap. For example, if you assign a contact to the location **2** in Speed Dial, you can tap and hold the **number 2** key on the Phone screen keypad to dial the contact's number.

To create a Speed Dial entry

1. On the Phone screen, tap **Menu > Speed Dial**.

2. Tap **Menu > New.**

3. Tap a contact, then select the phone number of the contact that you want assigned to the speed dial key.

4. In **Location**, select an available key to use as the speed dial key.

5. Tap **OK**.

Tips • To create a Speed Dial entry from Contacts or SIM card contacts, tap the contact, select the number you want to add to Speed Dial, then tap **Menu > Add to Speed Dial**.

• To delete a Speed Dial entry, in the **Speed Dial** list, tap and hold the desired entry, then tap **Delete**.

2.5 Video Call

Your device lets you make video calls when you are within a 3G network coverage area. You need to use a 3G-enabled SIM card to make video calls.

Making a video call

1. On the Phone screen, dial the phone number to call, tap 📞, then tap the **Video Call** button.

Tip   You can also make a video call from Contacts or Call History.

2. When connected, tap the **Camera** button, then wait for the called party's image to appear on the Phone screen.

Notes • The signal strength may influence the quality of streaming images.

• The speakerphone automatically turns on when a video call is established.

• When the video call is unsuccessful, a message pops up asking you if you want to try again, make a voice call instead, or send an SMS/MMS message.

Changing the video call settings

While on a video call, you can change certain settings such as the size of the image, brightness of the video image, the camera to use, and more.
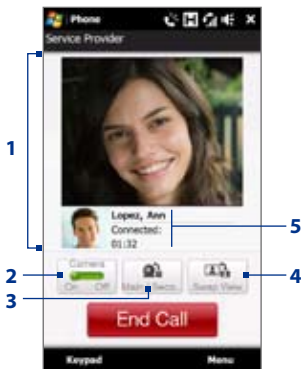
1 Displays your image and the other party's image, depending on the selected Swap View setting.

2 Tap to toggle between turning on/off the camera. When the camera is turned off, the image displayed depends on the Video Call options you have set. See "Video call options" for details.

3 Tap to toggle between using the Main (back) and Second (front) camera.

4 Tap to toggle between the 2 view options. You can choose to have the other party's image small or large.

5 Displays the phone number or contact name and call timer.

To adjust the brightness

1. During a video call, tap **Menu > Brightness**. A brightness bar appears on the screen.

2. Drag the slider to the right to increase the brightness or to the left to decrease the brightness of the live image.

Note You cannot adjust the brightness for a still image.

To change the video call options

On the Phone screen, or on the screen of the ongoing video call, tap **Menu** > **Video Call Options** and set the following:

General tab

- **Show still image**. Select the image you want to display when you turn off the camera.

  - **Preset (female)**. Displays a female picture in place of your image.

  - **Preset (male)**. Displays a male picture in place of your image.

  - **Custom image**. Lets you use an image file as your display picture. When this option is selected, the **File Name** box and the **Browse** button will be enabled, allowing you to select an image file.

  - **Last video frame**. Uses the last video frame before you stopped the camera as your display image.

Video Call Options: General tab

- **Video screen preference**. Change how your image and the other party's image are displayed on the screen, select your preference from the **Video screen preference** list or tap the **View** button on the Video Call screen.

- **Camera options**:

  - **Flip the 2nd Camera video**. Select this check box if you are going to show a text document to the other party using the second camera.

  - **Switch camera off when making video call**. Select this check box to not send a video feed of yourself to the other party when making a video call. Instead, the option you selected in **Show still image** will be displayed.

- **Display info**:
  - **Show call timer**. Select this check box to display the call period in the status area.
  - **Show phone number or name**. Select this check box to display the other party's phone number or name in the status area.

Services tab

To set up further calling options for Video Call, tap the **Services** tab. On the Services screen, select the desired service from the list, then tap **Get Settings** to access its settings.

Accepting or rejecting an incoming video call

When you receive a video call, the Incoming Video Call screen will appear, allowing you to either answer or ignore the call. Refer to the "Accept or reject an incoming voice call" section earlier in this chapter for details on how to accept or reject an incoming video call, mute the ringing sound, or automatically send an SMS to the caller.

2.6 Turning the Phone Function On and Off

In many countries, you are required by law to turn off the phone while on board an aircraft.

To enable or disable the phone function

1. Tap **Start > Programs > Comm Manager**.
2. On the Comm Manager screen, tap the OFF/ON slider at the right side of the **Phone** option to enable or disable the phone function. When enabled, the ON indicator is activated.

To enable or disable Airplane Mode

Another way to turn off the phone function is to switch your device to **Airplane Mode**. When you enable Airplane Mode, all wireless radios on your device are turned off, including the phone function, Bluetooth, and Wi-Fi.

1. Tap **Start > Programs > Comm Manage**r.
2. On the Comm Manager screen, tap the **Airplane Mode** button to enable or disable Airplane Mode. When enabled, the ON indicator is activated.

When you disable Airplane Mode, the phone function is turned back on and the previous state of Bluetooth and Wi-Fi are restored.

2.7 Using Car Kit Phones

Bluetooth car kit phones that support the SIM Access Profile (SAP) can connect to your device and access its SIM card via Bluetooth. Once a SAP connection has been established, you can download SIM contacts from your device to the car kit phone, and use the car kit phone to answer and make calls using your device's SIM card.

Note   To enable downloading contacts onto the car kit phone, ensure that all contacts on the device are stored in the SIM card and not in the device memory. Configure the car kit phone to download contacts only from the SIM card.

1. On your device, make sure that Bluetooth is turned on and set to visible mode. For information about turning on Bluetooth and enabling visible mode, see Chapter 9.
2. On the Home screen, slide to the **Settings** tab and then tap **Menu > Bluetooth Devices > SIM Access** tab.
3. Select the **Remote SIM Access** check box, then tap **OK**.
4. Connect the car kit phone to your device via Bluetooth. To learn how to connect, consult your car kit phone's manual.

5. If this is the first time you are pairing the car kit phone with your device, enter the car kit phone's passcode on your device.

6. A pop-up message should appear on your device saying that a connection has been established between your device and car kit phone. Tap **OK**.

Note   You will not be able to make/receive calls, send/receive messages or perform related activities on your device when the SIM Access Profile connection is active. You'll be able to do all these from the car kit phone during this time. After the connection is disconnected, you will be able to use your device as before.

Chapter 3

TouchFLO™ 3D

3.1 About TouchFLO™ 3D

TouchFLO™ 3D gives you touch control over your Windows Mobile-powered device. TouchFLO 3D provides the following features:

- A Home screen that allows finger-touch access to the most widely-used functions, such as People, Messages, Mail, Music, Internet, and more
- Allows you to use finger gestures to navigate screens

3.2 Using the TouchFLO 3D Home Screen

The TouchFLO 3D Home screen have the following tabs:

Home
People
Messages
Mail
Calendar
Internet
Stock
Photos and Videos
Music
Weather
Settings
Programs
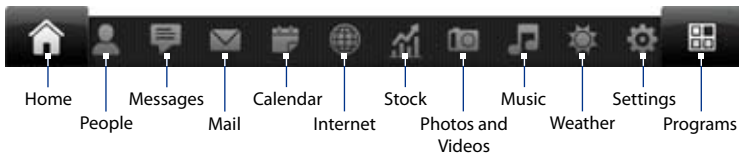
To switch between the tabs of the Home screen

Do any of the following:

- Touch or tap the desired tab.

- Press and hold your finger on the active tab, then slide your finger right or left over the tabs. Release when you have selected the desired tab.

  Note Apply some pressure when pressing and holding on the active tab to be able to slide over the tabs.

- Swipe left across the screen to move to the next tab, and swipe right across the screen to move to the previous tab.
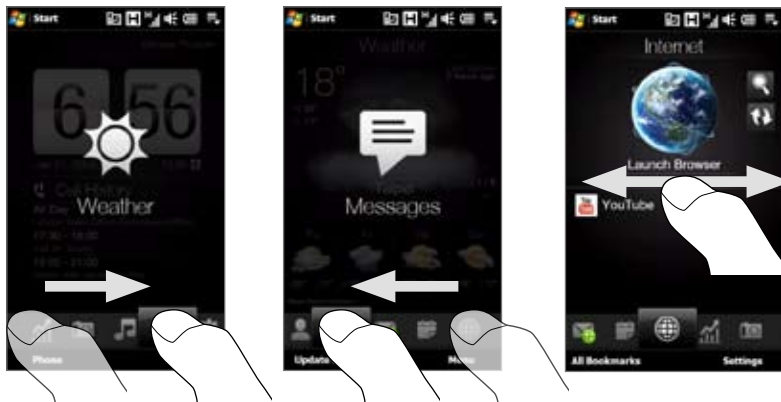
To move or hide a TouchFLO 3D Home screen tab

1. On the Home screen, slide your finger to the **Settings** tab, then touch **Customize Tabs**.
2. To move a tab, touch and hold the icon before the tab name, then drag it up or down the tabs list. Release the icon when you reach the desired location.
3. To hide a tab, clear the check box at the right of the tab name.

   Note You cannot move or hide the **Home** tab. You can only move the **Settings** and **Programs** tab.

4. Touch **Done**.

Home

The **Home** tab displays the current date, a flip-style clock, and an alarm icon that indicates whether the alarm is on or off. Missed calls and your upcoming calendar appointments are also shown on the Home tab. To select an item on the Home tab, touch the item.

Touch this area to open the **Call History** tab of the People's list and view the missed call information.

• Touch an appointment to open the appointment details screen where you can view, edit, or delete the appointment.

• To view more appoinments, swipe upward on the screen.

Touch the time/date to change the time, view the world clock, and set alarms.

Swipe upward on the screen to display a smaller digital clock. To change back to the flip clock, swipe downward on the screen.

To view the date and time in other cities

On the Home tab, tap the clock to open the World Clock tab ( ) and view the date and time in up to ten cities. By default, the cities that are listed on the World Clock tab are the same cities listed on the Weather tab. You can add, remove, or rearrange cities on the World Clock tab.

Touch to add another city in the World Clock tab.

This is your local time. To change the local time to another city, select the button before the city name.

Touch to return to the Home tab.

The date and time in selected cities.

Touch to remove or rearrange the cities, or adjust the local time
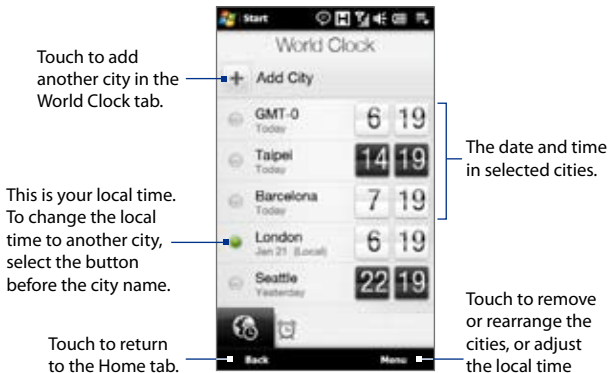
To change the local time, date, and time zone

1. On the World Clock tab, touch **Menu > Local Time Settings**.
2. Adjust the time (hour and minutes) by tapping the up or down arrow buttons.
3. Touch **Date**, select the date, year, and month, then touch **Select**.
4. Touch **Time Zone**. The Select Country screen then appears.
5. Flick your finger on the screen or use the Quick Scroll bar on the right of the screen to scroll through the country list. Touch the desired country to select it.

7. The Select City screen then appears. Flick your finger on the screen or use the Quick Scroll bar on the right of the screen to scroll through the city list. Touch the desired city to set your time zone.

> **Tip** You can also slowly scroll through the country or city list by dragging your finger upward on the screen, or enter the country or city name in the search box.

8. Tap **Done**.

Note During synchronization, the time on your device is updated with the time on your computer.

To set an alarm

1. On the Home tab, tap the clock, then touch the **Alarm** tab (　　). Three alarms are ready for you to set.

2. Touch the Off/On slider at the right side of an alarm to turn it on, then touch the alarm time.

3. Do the following on the Set Alarm screen:

- To adjust the alarm time (hour and minutes), tap the up or down arrow buttons.

- Tap the day of the week for the alarm. Select multiple days by tapping each desired day. Tap again to exclude the day from the alarm.

- Touch **<Description>** and enter a name for the alarm.

- Touch **Ringtone**, then select the alarm ring tone in the list.

- Touch the **Vibrate** Off/On slider if you want the device to vibrate when the alarm goes off.

4. Tap **Done**.

When an alarm goes off, the alarm description and/or time is displayed on the screen. You are given the option to **Snooze** or **Dismiss** the alarm. When you select **Snooze**, the alarm will go off again after 5 minutes.

People

On the **People** tab, you can add favorite contacts who you most frequently communicate with. This allows you to quickly make calls, send text messages, and send e-mails to your favorite contacts. From the **People** tab, you can also view all exchanged text and e-mail messages with a contact, as well as your contact's Facebook updates and events.

Notes • You can add up to 15 favorite contacts on the **People** tab.

• SIM contacts cannot be added as favorite contacts.

To add favorite contacts

You should already have created or synchronized contacts on your device before you can add them to the **People** tab.

1. On the Home screen, slide your finger to the **People** tab.

2. Touch the **plus** (+) icons, or touch **Add Favorite**.

3. On the Select a Contact screen, touch the name of the desired contact.

   Tip To create a new contact, touch **New** on top of the list.

4. Select a phone number or e-mail address to associate to the favorite contact.

   Note If there is no picture associated with the contact, the Album program opens and lets you take a photo of the contact or select an existing contact photo. For more information about Album, see Chapter 11.

5. To add another favorite contact, touch the small **plus** icon ( ) at the right side of the screen and repeat steps 3 and 4.

To choose from your favorite contacts

Do any of the following:

- To flip through the contact pictures one at a time, swipe your finger up or down the screen.
- On the picture strip at the right side of the People tab:
    - Touch the picture of the desired favorite contact; or
    - Press and hold on the currently selected contact picture, then slide up or down the picture strip until the desired favorite contact is selected.
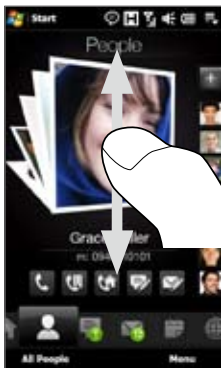
Swiping up/down on the screen   Using the picture strip

Tip   To remove the current favorite contact, touch **Menu > Remove Favorite**.

To communicate with your favorite contact

After selecting a favorite contact, do any of the following to communicate with that contact:

- Touch the contact's name, phone number, or e-mail address below the contact picture to call or send an e-mail message. For more information about making a call or composing and sending an e-mail message, refer to Chapter 2 and Chapter 6.

- Touch an icon below the contact name to initiate several ways of communicating with the contact.

Touch to call the contact.

Touch to call the contact's work/office phone.

Touch to call the contact's home phone.

Touch to compose and send an e-mail message.

Touch to compose and send a text message.
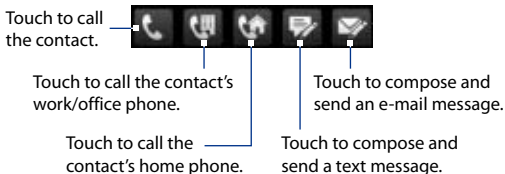
The icons shown will depend on available contact information. For example, (📱) will be shown if the contact's home phone is specified.

- Touch the picture of the contact on the center screen to open the Contact Details screen. Refer to the next section for details.

To open and use the Contact Details screen

When you touch the picture of the contact in the center of the People tab or touch the contact name in the All tab of the People screen, the Contact Details screen opens. The Contact Details screen has five tabs: **Details**, **Messages**, **Email**, **Updates and Events**, and **Call History**.

Note To select a tab or move among tabs, refer to the "To switch between the tabs of the Home screen" section earlier in this chapter.

Details Mail Call History

Messages Updates and Events
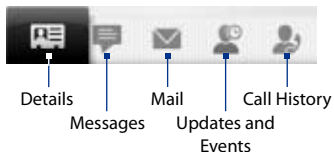
Tab	Functions
Details	Lists all contact information, including personal information such as birthday or anniversary. From this tab, you can call or send an SMS/e-mail message to the contact, edit or delete the contact, or save the contact to your SIM card.
Messages	Displays all received text (SMS) messages from the contact. You can also use this tab to quickly reply a text message.
Mail	Displays all received e-mail messages from the contact.
Updates and Events	Displays notifications when the contact has updated a profile or added an event to their Facebook account. To link the contact's Facebook account to this tab, see the next section.
Call History	Lists all your incoming, outgoing, and missed calls to and from the contact. This tab also lets you dial or call back the contact.

To link with the contact's Facebook account
Link the contact's Facebook account with the Updates and Events tab so you receive instant notifications when changes are made to their profile or when events are posted in their Facebook.

1. On the Contact Details screen, slide your finger to the **Updates and Events** tab.

2. Touch **Link**, then select the contact's Facebook account on the screen.

   Note The e-mail address that the contact uses to access Facebook must be added to their contact details. For more information on how to add the e-mail address of a contact to his/her contact details, see "To edit contact information" later in this chapter.

3. When prompted, select **AutoUpdate** to receive instant notifications of Facebook profile changes and events, then select whether you want to import the contact's picture and birthday.

   The Updates and Events tab is updated with the contact's Facebook profile and events.

Touch to open Opera Browser and view the contact's Facebook.
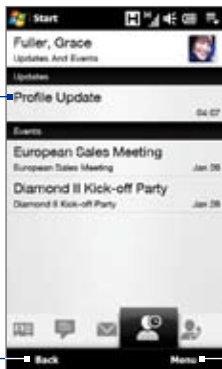
Touch an event to open Facebook in Opera Browser and view the event details.

Touch to update the contact's profile or photo, or to unlink the contact's Facebook account.

Touch to return to the People tab.

To open and use the People screen

Touch **All People** on the People tab to display the People screen. Use the People screen to quickly view all your contacts, select a contact as favorite, and more. The People screen has four tabs: **All**, **Favorites**, **Updates and Events**, and **Call History**.

Note   To select a tab or move among tabs, refer to the "To switch between the tabs of the Home screen" section earlier in this chapter.

All

Favorites   Call History

Updates and Events
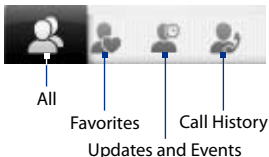
Tab	Functions
All	Lists all contacts on your device and on the SIM card. This tab lets you create, delete, or edit a contact, or import a contact to your SIM card. Touch a contact to open the Contact Details screen. You can also use this tab to update My Contact Card.
Favorites	Lets you add a contact as favorite. All contacts that you have added to the People tab also appear in this tab. If the People tab is not yet full, you can add contacts to the Favorites tab to fill the People tab.
Updates and Events	Displays your Facebook profile updates and events. If you have linked your contacts to their Facebook accounts, their profile updates and events are also displayed on this tab.
Call History	Lists all your incoming, outgoing, and missed calls. This tab opens when you touch the **Call History** or **Missed Call** item on the Home tab.

To view and search for contacts on your device

On the People screen, touch the **All** tab to view all your contacts. Swipe upward on the screen to display more contacts. You can also use the search tool or the Quick Scroll bar to search for contacts on your device.

Touch to create a new contact.

Touch to edit or update My Contact Card

SIM card contact

Touch to open the Contact Details screen.

Icon appears when:
• You received a new text/e-mail message from the contact
• You missed a call from the contact.
• The contact has updated their profile or added events in Facebook.
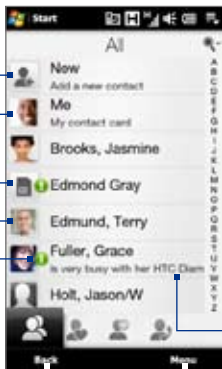
Touch to show or hide the search box. Use the search box to search contacts on your device.

Quick scroll bar. Touch and hold then scroll down the screen to alphabetically search and display contacts.

Facebook message. Appears when you linked the contact to their Facebook account.

Touch to add a new contact, delete contacts, filter the contacts list, and more.

Touch to return to the People tab.

To create a new contact

On the People screen, touch the **All** tab, then touch **New** on top of the contacts list to open the New Contact Card screen. Fill in all required information, then tap **OK**.
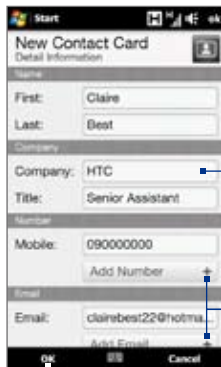
Touch to add a contact photo. You can select a photo in Album or open the Camera and take a photo of the contact.

Touch a field to open the on-screen keyboard and start entering information.

Touch to add another phone number or e-mail address.

Touch to save the contact.

Note   If you want to link with the contact's Facebook account, scroll down the New Contact Card screen, then tap **Link** in the Facebook section. For more information, see "To link with the contact's Facebook account" earlier in this chapter

Messages

On the **Messages** tab, you can read SMS text messages as they arrive and create a new SMS text message.

When there are new incoming text messages, the icon on the **Messages** tab will show the number of new messages. For example, [icon] indicates that there is a new message received.

Touch this icon to create a new SMS text message.

To view the entire message thread from the sender and reply, touch the message on the screen.

To flip through received text messages, swipe your finger upward/downward, touch the Up/Down arrow on the screen.

Touch to access all text messages in your inbox and other folders.

Touch to delete the current message and access more options.
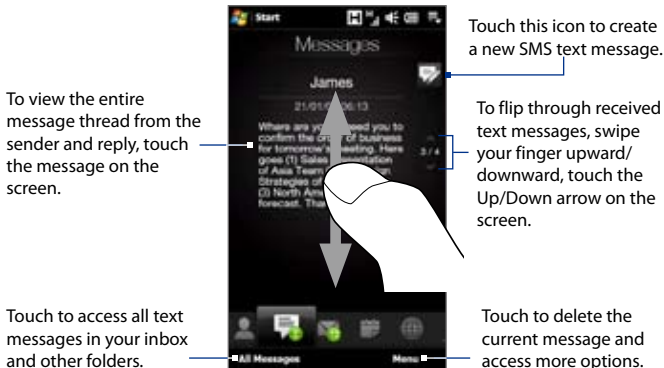
For more information about working with text messages, see "Text Messages" in Chapter 6.

Mail

The **Mail** tab is where you send and receive e-mail messages. Including Outlook E-mail, you can add up to four POP3/IMAP4 and web-based e-mail accounts in this tab.

To add an e-mail account

1. On the Home screen, slide your finger to the **Mail** tab.

2. If this is your first time to add an e-mail account, touch **New Account** on the bottom-right side of the screen.

3. Set up your e-mail account using the E-mail Setup wizard.

4. To add another e-mail account, touch **Menu > Accounts > New Account** and use the E-mail Setup wizard to set up your account.

For detailed instructions on setting up e-mail accounts using the E-mail Setup wizard, see Chapter 6.

To check e-mail

When there are new e-mails, the icon on the **Mail** tab and the respective icons of the e-mail accounts will show the number of newly received messages.

After selecting an e-mail account, touch this icon to create and send a new e-mail message.

- To browse through received e-mails, swipe up or down on the envelope image.
- Touch the e-mail on the screen to open and read the message.

These are your e-mail accounts. Touch an icon to select an e-mail account and view the new e-mails received in that account.

Touch to access all e-mail messages of the currently selected account.

Touch to access more options.

For more information about working with e-mails, see Chapter 6 and 7.

Calendar

The **Calendar** tab displays a monthly calendar and allows you to quickly create and view appointments.

To go to the next or previous month, swipe your finger upward/downward on the screen or touch the Up/Down arrow on the screen.

When you navigate to another month, touch to return to the currrent month.

Indicates that you have appointments for that date.

Today's date.

Touch a date to view or create new appointments for that date.

Touch to create a new appointment for the current date.

To create an appointment

1. On the Home screen, slide your finger to the **Calendar** tab.
2. If you are creating an appointment for the current date, touch **New**. Otherwise, touch another date on the calendar, then touch **New Appointment**.
3. Enter a name for the appointment, then specify the location.
4. If there is a time frame for the appointment, set the start and end dates and times. If it is a special occasion such as a birthday or a whole-day event, set the **All Day** option to **Yes**.

5. Specify the type of category for your appointment, so that it can be grouped with other related appointments. Tap **Categories**, then select a preset category (Business, Holiday, Personal, or Seasonal), or tap **New** to create your own category.

6. When finished, tap **OK** to return to the **Calendar** tab.

7. Repeat steps 2 to 5 to add more appointments to that date or to another date.

To view and manage your appointments

On the Calendar tab, dates with appointments are indicated by a triangle ( ) at the upper left corner of the date box.

1. Touch a date on the calendar to switch to day view. The screen displays all your appointments and the weather information for that day (if the selected date is within the 5-day forecast on the **Weather** tab).

2. Touch an appointment to view its details. In the appointment details screen, touch **Menu** to edit, send, or delete the appointment.

3. Touch **OK** to return to the day view.

Tip Your upcoming appointments also appear on the Home tab of TouchFLO 3D.

You can also create appointments using the Calendar program. For more information, refer to Calendar in Chapter 12.

Internet (TBU)

On the **Internet** tab, you can open Opera Mobile™ to browse the web, add bookmarks for one-touch access to your favorite web sites, search information, and use Push Internet to update the contents of your favorite web sites before you browse them.

Touch here to browse the web using Opera Mobile.

Touch to add, view, or delete web favorites (bookmarks).

Touch to open the search bar and search information on the web.

Touch to update the contents of your bookmarked web sites and home page.

Swipe upward to scroll down the screen and access more web favorites, if any.
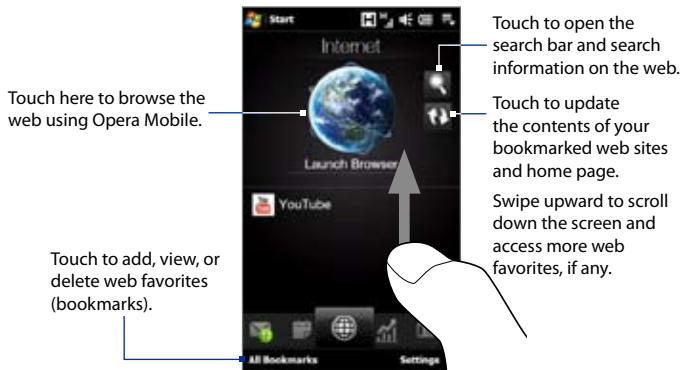
To automatically update your bookmarks and home page

Automatically update your bookmarks and home page to ensure that you browse the latest versions of these web sites every time you access them from the **Internet** tab. The updated web sites are cached in the device memory so they load faster in Opera Browser.

1. On the **Internet** tab, touch **Settings > Frequency Settings**.
2. In the Auto update my pages section, select the day or days you want to auto update your favorite web sites, then specify the update time.

3. Scroll down the screen to the Automatic update section, then touch the update time below each of your bookmarks to set the time for automatic updates.

4. Tap **Done** when finished.

To configure Push Internet settings

1. On the **Internet** tab, touch **Menu > Advanced Settings**.

2. Touch the Off/On slider to enable or disable the following options:

   • **Push Internet**. Turn this option on to enable Push Internet.

   • **Connection**. When Push Internet is enabled, turn this option on to update your bookmarks and home page only when the device is connected to the Internet via Wi-Fi or ActiveSync.

   • **Roaming**. Enable this option if you want to update your bookmarks and home page even when you are roaming. Enabling this option may incur additional data connection costs. This option is disabled by default.

Stock

The **Stock** tab allows you to add, view, and analyze stocks and stock market movements using updated financial information. You can add up to 14 stock quotes or stock market indexes on the Stock tab.

Note   Depending on your data download settings, you can set the device to automatically connect to the Internet via 3G/GPRS data connection to download stock or stock market information every time you select the **Stock** tab. This may incur additional fees from your wireless service provider. See "To set the stock or stock market information download" later in this chapter for details.

To add a stock or stock market quote

1. On the Home screen, slide your finger to the **Stock** tab, then touch **Quote**.

   Note   If the **Stock** tab is not empty, touch **Menu > Quote** to add another stock quote or stock market index.

2. On the Quote screen, enter the company name, stock market index, or ticker symbol in the search box, then tap 🔍 .

Tip Swipe upward to scroll down the screen to view more search results.

Enter the company/stock market name or ticker symbol.

Touch to search the company or stock market.

Touch to add the stock/stock market to the Stock tab.

Swipe upward to scroll down the screen and access more seacrh results.

Touch to return to the Stock tab.
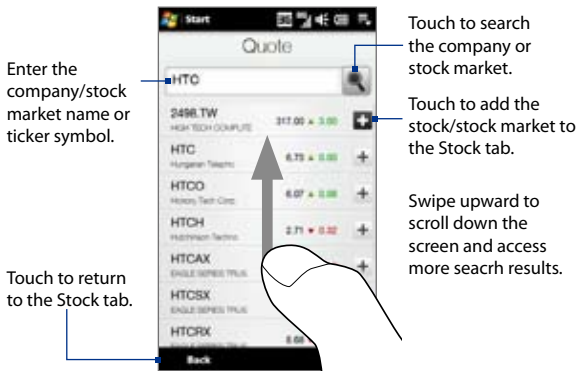
3. Tap ➕ at the right side of the company name, stock market index, or ticker symbol to display it on the **Stock** tab.

4. To add another stock quote or stock market index, touch **Menu > Quote** on the Stock tab, then repeat steps 2 to 4.

To view stock quotes or stock market indices

The **Stock** tab lists all your stock quotes and stock market indexes including the current price or volume, and the change in price or volume from the previous trading day. The change in price or volume box indicates whether the stock or stock market has gained (green) or declined (red). Touch the stock quote or stock market index name to view its intraday chart and other details.

Current trading price or volume

Shows the last time you updated the information.

Touch an entry to open the Stock Details screen.

Touch to toggle between showing the point/price or percentage of gain or loss.

To view more stock quotes or stock market indexes, swipe your finger upward on the screen.

Touch to add quote, delete, or rearrange the stocks and stock market indexes

Touch to download the latest stock/stock market information.

Touch to return to the **Stock** tab.

To set the stock or stock market information download

1. On the **Stock** tab, touch **Menu > Settings**.

2. You can choose from the following download options:

    - **Download data automatically**. When selected, stock and/or stock market index data is automatically downloaded from the Yahoo! Finance web site based on the update time you have specified. When you select this option, set the time to connect to the Internet and update financial information. Financial information is also downloaded every time an ActiveSync connection is established (through over-the-air or USB connections). Clear this option if you prefer to manually download stock and/or stock market index information.

- **Download data when roaming**. Select this option only if you want to automatically download stock and/or stock market index information when roaming. This may incur additional data connection costs.

Photos and Videos

The **Photos and Videos** tab lets you visually flip through your photos and video clips and view them in full screen. From this tab, you can also activate the Camera so you can take pictures and record video clips.

Touch here to take a photo.

Touch here to shoot video.

To flip through photos and videos, swipe upward/downward on the screen or touch the Up/Down arrow.

Touch the photo or video on the screen to view or play it in full screen.

Touch here to open Album. (See "Viewing Photos and Videos Using Album" in Chapter 11 for details.)

Touch to view the photos as a slideshow. If a video is selected, touch **Play**.

The **Photos and Videos** tab displays pictures and video files from the current favorite album. By default, the Camera Shots album which stores the pictures and videos that you captured using the device camera is set as the favorite album.

To set an album as a Favorite

1. On the Photos and Videos tab, touch **Album** to open the Album program.
2. Touch **Albums** and then select one of the listed favorite albums.

3. Tap **Menu > Set Album as Favorite** and then tap **OK** on the confirmation screen.

Tips   • For more information about viewing in full screen, see "View an image" and "Play back video" in Chapter 11. The file formats that can be viewed on the **Photos and Videos** tab are the same as the Album program.

• To transfer media files from a computer and view them on the **Photos and Videos** tab, copy or synchronize them to a folder under **\My Device** (the device memory) or **\Storage Card** (if a microSD card is installed).

Music

The **Music** tab allows you to visually browse through albums and music tracks and play music. The albums and music tracks that you see on the **Music** tab are from the **Now Playing** list of the Library.

Swipe upward/ downward on the screen to flip through albums and the music or songs in an album.

Touch here to go to the previous album or the previous music in the current album.

Touch here to play or pause.

Touch here to go to the next album or the next music in the current album.

Touch to set music playback to **Repeat**, turn **Shuffle** on or off, and more.
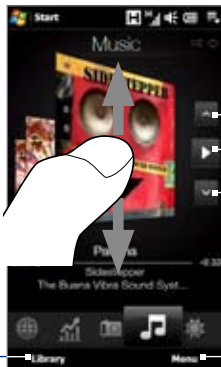
Touch here to access the Library.

Note Your device searches for all supported music files from the following locations:
Device: \My Music (including all subfolders)
        \My Documents (including all subfolders)
Storage Card: \Storage Card (including all subfolders)
For information about supported music file formats, see Specifications in the
Appendix.

To play music

On the **Music** tab, flip through albums and all the music in each album, then touch
the **Play** icon on the middle-right side of the screen to start playback.

To advance forward or backward in the music

Touch and hold on the thin bar below the album art to display the progress bar:

Drag your finger right or left on the progress bar to move forward or backward in
the current music.

To set repeat and shuffle modes

Touch **Menu > Repeat** and choose whether to repeat once, repeat all, or do not
repeat. To toggle shuffle mode on and off, touch **Menu > Shuffle** and then select
Shuffle On or **Shuffle Off**.

The icons on the upper-right side of the **Music** tab show whether repeat and
shuffle modes are enabled.

Repeat [One]   Repeat [All]   Shuffle [On]

To browse and play music in the Library

The Library organizes music into categories, such as **Now Playing**, **Artists**, **Albums**,
Genres, **All Songs**, and more. When you add more albums or music tracks to your
device, go to the Library to locate and play the new albums or music tracks.

  1. On the **Music** tab, touch **Library** to open the Library screen.

2. The tabs at the bottom of the Library screen correspond to the different categories. To browse music under a certain category, slide to the tab that corresponds to the desired category.

3. Tap a music track to play it.

Note   When you select a category in the Library such as Artists and play its music, the Now Playing list will be replaced with the music tracks from that category.

To create and use playlists

1. Select the desired music on the **Music** tab or the **Library** to play it.

2. On the **Music** tab, touch **Menu > Add to Playlist**.

3. Touch **Create new playlist**, enter the **Playlist Name** and then touch **OK**.

4. Touch **Library**, slide to the **Playlists** tab, then touch a playlist to open it.

5. Touch the plus icon, or touch **Menu > Add Songs**, then slide to the **All Songs** tab.

6. Select the check boxes of the music you want to add to the playlist, or touch **Menu > Select All** to choose all the music.

7. Touch **OK** to add the songs to the playlist.

8. When finished adding songs, touch **Back** to return to the **Playlists** tab.

9. On the **Playlists** tab, touch a playlist to open it.

10. Touch the first song in the playlist. The **Music** tab starts playing the first song. After each song, the next one in the playlist will be played.

Note   Playlists are not automatically updated when music files have been deleted from the device memory or storage card.

There are two types of playlists that can be shown on the **Playlists** tab:

- **Custom playlists** ( ). Playlists that are created on the **Music** tab.

- **Windows Media® Player playlists** ( ). Playlists that are in Windows Media® Player Mobile's Library (which is synchronized with Windows Media® Player on your computer). These playlists cannot be edited.

  Note If a Windows Media® Player playlist contains a combination of music, video and image files, only music files in the playlist will be synchronized to your device and other media types will be filtered out.

Weather

The **Weather** tab shows you the current weather as well as weather information for the next four days of the week. The **Weather** tab can display weather information of your local city and/or weather at up to ten cities.

Shows the last weather update.

To switch between cities, swipe your finger upward/downward, or touch the Up/Down arrow on the screen.

Touch to add or delete a location, change the temperature to Celsius or Fahrenheit, and more.

Touch this item to download the latest weather information.
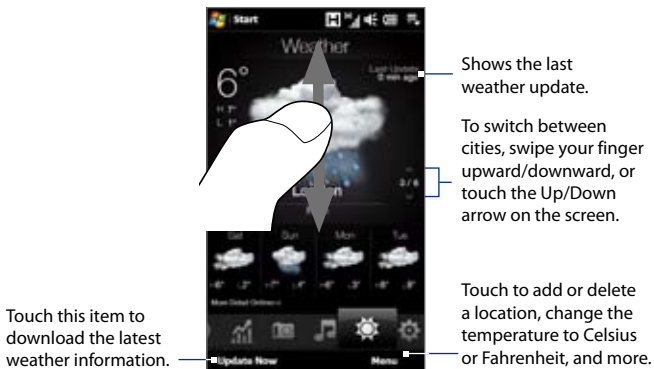
Your device automatically connects to the Internet via the GPRS/3G data connection or Wi-Fi to download and display weather information. The current temperature, temperature range, type of weather (sunny, cloudy, showers, or others), time of day (daytime or nighttime), and the weather information for the next four days of the week are shown on the **Weather** tab.

To add a city

1. On the **Weather** tab, touch **Menu > Add Location**.

2. The Select Country screen then appears. Flick your finger on the screen or use the Quick Scroll bar on the right of the screen to scroll through the country list. Touch the desired country to select it.

3. The Select City screen then appears. Flick your finger on the screen or use the Quick Scroll bar on the right of the screen to scroll through the city list. Touch the desired city to select it.

   Tip   You can also slowly scroll through the country or city list by dragging your finger upward on the screen, or enter the country or city name in the search box.

To choose download options

1. On the **Weather** tab, touch **Menu > Settings**.

2. You can choose from the following options:

   • **Download weather automatically**. When this option is selected, weather information is automatically downloaded whenever you select the Weather tab, if the data has not been updated within the last three hours. Weather data is also downloaded every time an ActiveSync connection is established (through over-the-air or USB connections).

     Clear this option if you prefer to manually download weather information.

   • **Download weather when roaming**. Select this option only if you want to allow automatic download of weather data when roaming. This may incur additional data connection costs.

Settings

The **Settings** tab allows you to synchronize information with your computer or the Exchange Server, change sound settings such as the sound profile, ring tone, and choose a different wallpaper for the **Home** tab.

You can also touch **Communications** and easily turn on and off the communications features of your device such as Wi-Fi, Bluetooth, and more. Use this tab to rearrange or remove a TouchFLO 3D Home screen tab, or enter your contact details in My Contact Card.

Programs

The **Programs** tab allows you to add your favorite programs for one-touch access.

Touch a program icon to open the corresponding program.

Touch an empty slot to add a favorite program.

Touch to access all the programs of your device.

Touch to choose which program to remove from the **Programs** tab.
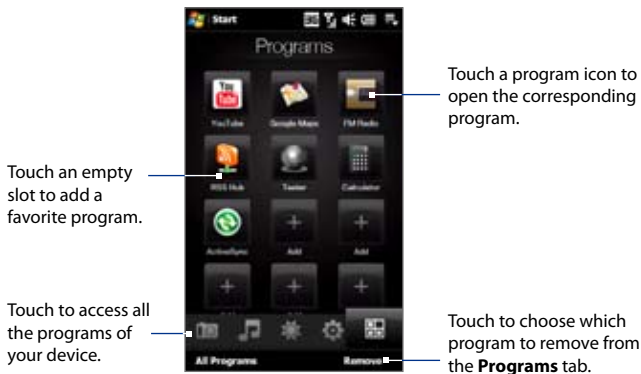
When you have filled up the screen with programs, scroll down the **Programs** tab to access more empty slots and add more programs. To scroll down, press and hold on the screen and then drag your finger upward. You can add up to 24 favorite programs.

To scroll back up, press and hold on the screen and then drag your finger downward.

Note   To replace a slot with another program, you must delete the occupying program shortcut first and then add your desired program.

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** opens and 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.

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

Input Panel (Full QWERTY)

Input Selector arrow

Input Panel icon:
  Full QWERTY
  Phone Keypad
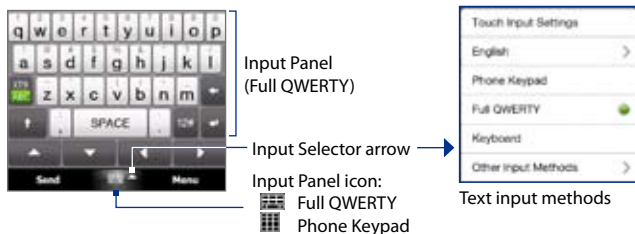
Text input methods

Note   Select **Other Input Methods** to display more input methods. You can choose from **Keyboard**, which is the Windows Mobile on-screen keyboard with QWERTY layout, **Block Recognizer**, **Letter Recognizer**, or **Transcriber**.

4.2 Using the Full QWERTY

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

Note The keyboard layout may vary according to the region or country.

- 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 toggle between using **Normal** or **T9** mode.

- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.
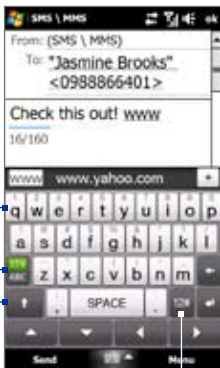
Displays the word candidate list in T9 mode. Tap a word to insert it into your text. Tap + to add a word to the T9 dictionary.

Tap to delete the previous character.

Tap to create a new line.

Tap to open a keyboard layout that lets you easily enter numbers and symbols. See "Using the 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 to enter your text. As you tap the keys, the activated character displays on top of the keyboard. To learn how to enter text using T9 mode, see "Using T9 Mode" in this chapter.

To enter accented characters

1. Touch and hold on a key with accent options (for example, vowels) to display the accented characters bar.

2. Slide your finger left or right on the screen to select the accented character you want to enter.

3. When you have selected the character, release your finger to insert the accented character to your text.

   Tip You can also use the numeric and sympol mode to enter accented characters. For more information, see "Using the Numeric and Symbol Mode" in this chapter for details.

4.3 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 toggle between using **Normal** or **T9** mode.

• Tap to enter an uppercase letter.
• Tap twice to turn on Caps Lock.
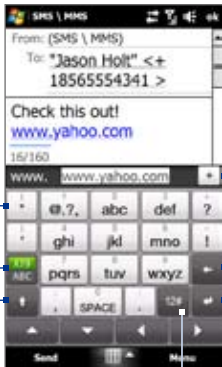
Displays the word candidate list in T9 mode. Tap a word to insert it into your text. Tap to add a word to the T9 dictionary.

Tap to delete the previous character.

Tap to create a new line.

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

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. When in multitap mode ( ), enter a character by tapping a key until the desired character is displayed on the screen. As you tap the keys, the activated character displays on top of the keyboard.

- • To enter the first letter that shows on a key, tap the key once. To enter the second letter, tap twice, and so on.

- • To enter a punctuation mark, symbol, or number that appears on top of a key, tap and hold the key.

Note You can also use the T9 predictive text input mode in Phone Keypad.
For more information, see "Using T9 Mode" in this chapter.

4.4 Using 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. Make sure that the input mode is set to T9 ( ).
2. Start entering the first few letters of a word. As you enter each letter, predicted words will appear in the word candidate bar.
3. Tap the desired word to immediately insert it to your text.

   Note If there are several words to choose from, touch the left or right directional arrow keys below the input panel to navigate through the word candidate list.

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 .

Check this out! ritzy
16/160
Add My Word:
ritzy
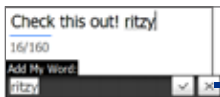
Tap to cancel word addition.

To customize T9 mode settings

1. Tap the **Input Selector** arrow, then tap **Touch Input Settings**.

2. On the **XT9 Settings** tab, 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 XT9 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 **OK**.

4.5 Using the 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.

To switch to Numeric and Symbol mode

1. While using Full QWERTY or Phone Keypad, tap ![icon].
2. Locate the number or symbol, then tap it to insert it into your text.

Tap a number or symbol to insert it into your text.

Tap to go to the previous or next page of symbols.

Tap to switch back to the letter keyboard layout.

Phone Keypad   Full QWERTY
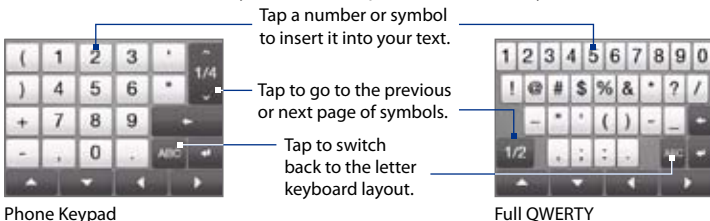
To unlock the keyboard in Numeric and Symbol mode

By default, the keyboard in Numeric and Symbol mode is locked so you can continuously enter symbols and numbers. Do the following if you want to automatically switch to the letter keyboard layout after entering a number or symbol.

1. Tap the **Input Selector** arrow and then tap **Touch Input Settings**.
2. On the **Options** tab, then clear the **Turn on symbol lock**.
3. Tap **OK**.

Chapter 5

Synchronizing Information

5.1 About Synchronization

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

- **Microsoft® Office Outlook® information**, which include Office Outlook e-mail, contacts, calendar, tasks, and notes
- **Notes**, which are created using **Microsoft® Office OneNote® 2007**
- **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

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 in 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**, 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-mails 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

The Getting Started disc that comes with your device contains Microsoft ActiveSync 4.5 or later. Follow the steps in this section to install and set up ActiveSync on Windows XP or other compatible Windows systems.

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

Installing ActiveSync

1. Place the Getting Started disc to the disc drive of your computer.
2. Click **Setup and Installation**.
3. Select the **ActiveSync** check box, then click **Install**.
4. Read the license terms, then click **Accept**.
5. When installation is completed, click **Done**.
6. On the Getting Started with Windows Mobile screen, click **Close**.

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-mails 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
- On the TouchFLO 3D Home screen, slide to the **Settings** tab and then touch **Sync Data**; or

- Tap **Start > Programs > ActiveSync**, 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 will synchronize 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 > 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 complete the Bluetooth wizard on your device and 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 > Programs > 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.

For more information about using Windows Media® Player Mobile, see Chapter 11.

Chapter 6

Exchanging Messages

6.1 Messaging

Messaging is a central location where you will 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:

- On the TouchFLO 3D Home screen, slide to the **Mail** tab and then touch **Menu > Accounts > Accounts**. The Account Picker screen then opens where you can select an account.

    Tip   You can also tap **Start > Messaging** to access the Account Picker screen.

- While you are in a message list of a certain account, for example Text Messages, tap **Menu > Go To** to switch to other types of 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.
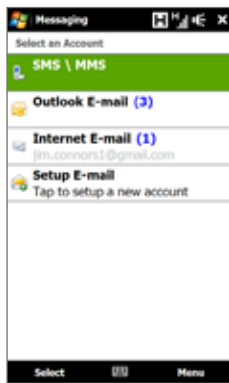
Account Picker screen

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 > Messaging**, then tap **Menu > Options**.
2. Tap **Signatures**.
3. Select a messaging account in which to add a signature.
4. Select the **Use signature with this account** check box.
5. In the provided text box, enter the information that will be displayed as your signature.
6. If you want the signature to be added whenever you reply or forward messages, select the **Use when replying and forwarding** check box, then tap **OK**.
7. Repeat the steps to add a signature to other messaging accounts.

6.2 Text Messages

Send short text messages (SMS) to other mobile phones. SMS messages have a 160-character limit. If you continue to enter text after the limit is reached, the text message will be delivered to your recipients in two or more separate messages. These are called concatenated SMS messages. If your recipient's phone supports concatenated messages, they will receive your complete SMS message at one time.

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 them with a semicolon. You can also tap **To** or tap **Menu > Add Recipient** to add mobile phone numbers from Contacts.

4. Enter your message.

> **Tip** 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**.

Notes • To send a text message to a favorite contact, first select the photo of the desired contact in the **People** tab to open his or her contact details, and then touch **Send Message**. For more information about working with favorite contacts, see "People" in Chapter 3. You can also create and send a text message from the **SMS \ MMS** account in the Account Picker screen, or from the **Contacts** application.

> • 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

Text messages that are sent to and received from a contact (or number) are grouped as a single thread in your inbox. Threaded SMS lets you see exchanged messages (similar to a chat program) with a contact on the screen.
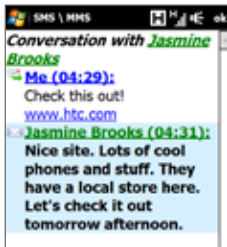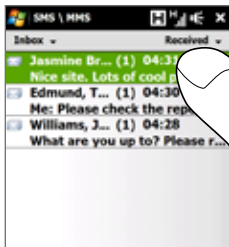
To reply to a text message

1. In the SMS \ MMS inbox, tap a message thread to open it.
2. At the bottom of the screen, type your reply message and then tap **Send**.
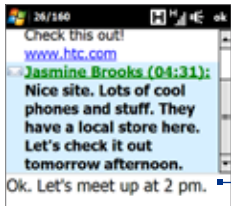
Enter your reply message here

To copy a message in the thread to the SIM card

1. In the SMS \ MMS inbox, tap the message to open it.
2. Tap the up/down arrow buttons at the bottom of the on-screen keyboard to select a message in the thread.
3. After you have selected a message, 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 folder 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/down arrow buttons 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

1. In the SMS \ MMS inbox, select a message thread.
2. Tap **Delete**.

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 > 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 > Messaging > SMS \ MMS**, then tap **Menu > New > MMS**.

2. When you see the Choose a MMS screen, 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.

3. 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.

4. Enter a subject for your message.

5. Tap the **Insert** icon (📷)to select and insert a photo or video clip. When selecting a photo or video clip, you can:

   • Tap **Select** to insert the selected photo or video clip into the MMS message you are composing.

   • 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 **Exit** (✕) to quit selection and return to the MMS message.

6. 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.

7. To add more slides, tap ▶⁺ or tap **Menu > Slides > Insert Slide**. Repeat steps 5 and 6 to insert photos/videos, text, and audio onto your slides.

8. 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:

Enter your own text

Choose from common words or phrases from the My Text list

Include a Favorites link

Add an emoticon

Insert contact information

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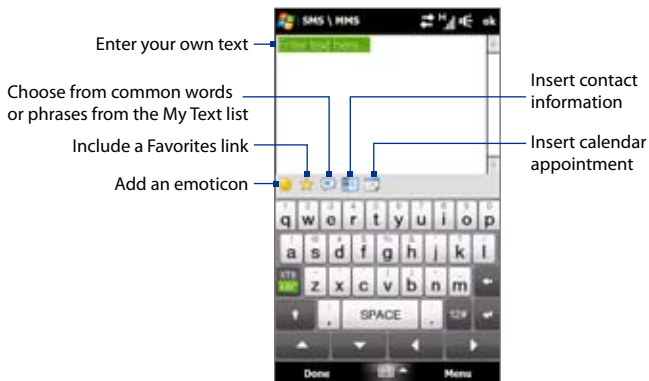
Tip To edit or delete a phrase on the My Text list, tap and hold a string, then tap **Edit** or **Delete** from the shortcut menu. To add a new phrase, tap **New**.

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, My Documents will be shown. Tap My Music or another folder that contains audio files. When navigating folders, tap the down arrow ($\blacktriangledown$) to return to the upper folder.

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

   - Tap ($\blacktriangleright$) to play the audio clip, ($\blacksquare\blacksquare$) to pause, or ($\blacksquare$) to stop playback.
   - Tap **Select** to insert it into your MMS message.
   - Tap **Exit** ($\boxed{\times}$) to quit selection and return to your MMS message.

Note To record a new audio clip and add it to your MMS message, tap [icon]. 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 into your MMS message.

Viewing and replying to MMS messages

To view an MMS message

- Use the playback controls (▶), (⏸), and (⏹).
- 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, MMS messages will have the [icon] icon. Tap this icon 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 MMS messages from this sender next time, tap **Menu > Show > Message Detail**.

3. On the Message Detail screen, tap **Menu** > **Show Contact Details**.

4. Tap **Menu > Save to Blacklist**.

5. 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-mails

Types of e-mail accounts

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 Gmail®, 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, see 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
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 Gmail, 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.

   1. On the TouchFLO 3D Home screen, slide to the **Mail** tab and then touch **Menu > Accounts > New Account**, or tap **Start > 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
Automatic Send/Receive	Select a time interval for connecting to the Internet automatically to send and receive messages.
Download messages	Set the number of days of messages that you want to be downloaded to your device.
Send/receive when I click Send	By default, messages are immediately delivered when you tap **Send**. 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 **Menu > Send/Receive**).
Use automatic send/ receive schedule when roaming	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.
When deleting messages	Choose whether to delete messages from the mail server when you delete them on your device.
Message format	Select HTML or Plain Text.
Message download limit	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. Select the e-mail account you want to use on the right side of the screen.

   Tip To choose from other e-mail accounts that are not displayed on the **Mail** tab, touch **Menu > Accounts > Accounts** and then select an e-mail account from the Account Picker screen.

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.

   Tip 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.

Filtering the Inbox message list

When the 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

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.

For example, entering "B", then "E" narrows the list to only the e-mails that contain sender names and e-mail subjects that start with "BE."

(TBU)

Viewing and replying to e-mails

To download a complete e-mail

By default, each e-mail received in the inbox on your device 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 of a POP3 Internet e-mail account 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. Open the message and tap **Menu > Reply**, **Menu > Reply All**, or **Menu > Forward**.
2. Enter your reply message, then tap **Send**.

Notes • You can receive and view HTML e-mails 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**, then tap **Advanced**. In the **My e-mail addresses** text box, enter e-mail addresses you want to exclude.

Synchronizing e-mails

Synchronizing e-mails ensures that new e-mails are downloaded to the device Inbox folder, e-mails in the Outbox folder are sent, and e-mails deleted from the server are removed from your device. The manner in which you synchronize e-mails 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

   1. Select your Internet e-mail account on the **Mail** tab.

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

To automatically receive attachments on IMAP4 e-mails
  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 > 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-mails and Meeting Appointments

7.1 Synchronizing with the Exchange Server

To keep up-to-date with your company e-mails 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:

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

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab and then touch **Menu > Accounts > New Account**, or tap **Start > 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-mails 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, 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, on the TouchFLO 3D Home screen, slide to the **Settings** tab and then touch **Sync Data**; or tap **Start > Programs > ActiveSync** and then tap **Sync**.

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-mails and other information to your device.

7.2 Working With Company E-mails

Your device gives you instant access to your company e-mails 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-mails.

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-mails 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 first 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 higher version**.

To turn on Direct Push in Comm Manager

1. To open the Comm Manager, slide to the **Settings** tab on the TouchFLO 3D Home screen and then touch **Communications**.

   Tip You can also tap **Start > 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 > Programs > 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-mails.

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 a shorter time interval in the **Peak times** box for you to be able to receive e-mails more frequently. (Peak times usually refer to your working hours when e-mail volume is high).

3. Select a longer interval in the **Off-peak times** box.

   Tip 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 higher**.

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab, select your **Outlook** account, and then tap **Inbox**.

   Tip   You can also tap **Start > Messaging > Outlook E-mail**.

2. Open an e-mail message.

3. By default, only the first few words of the message is 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-mails on the Exchange Server

You can access e-mails 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 higher**.

1. Tap **Start > 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-mails are synchronized with **Microsoft Exchange
Server 2007 or higher**. Flags are disabled or hidden if e-mails are
synchronized with earlier versions of Microsoft Exchange Server.

To flag or unflag a message

1. Open Outlook on your device and access the Inbox.
2. Select a message or 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 indicate that it needs follow 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.
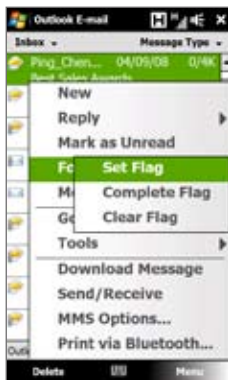
Out-of-office auto-reply

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

To send out-of-office auto-reply messages

1. Tap **Start > 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, then tap **Done**.
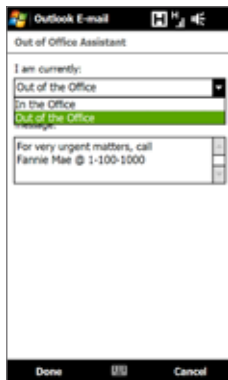
7.3 Managing Meeting Requests

When you schedule and send meeting requests from your device, you can invite attendees to your meeting and check their status to know about 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 higher**.

To reply to a meeting request

1. When you receive a meeting request e-mail, a notification will be 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.
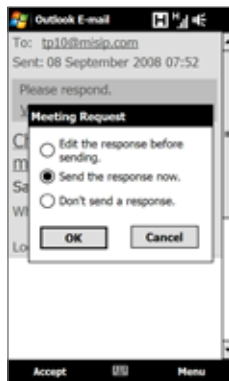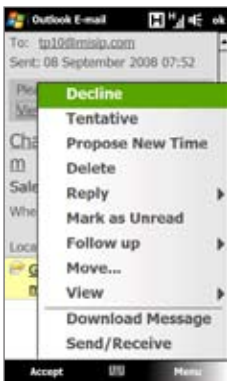
Tips • Before responding, you can check your availability during the time of the requested meeting by tapping **View your calendar**.

  • 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 accepted the meeting request, it will automatically be added as an appointment in Calendar on your device.

To view the list of meeting participants

1. Tap **Start > Calendar**.

2. Tap a meeting request that you sent and then tap **Attendees**. The required and optional attendees will be listed.

Icons indicating whether each attendee has accepted or declined the meeting request will also be displayed.

Note To see the icon indicators in the attendees list, make sure Calendar is synchronized with the Exchange Server.

Tips • For information about creating a meeting request, see "To send a meeting request" in Chapter 12.

  • To view an attendee's contact information, tap the attendee's name. If the attendee is included in your contacts list, you will see the contact information immediately. If the attendee is not in your contacts list, tap **Company Directory** to view the contact information.

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.

1. Synchronize with the Exchange Server.
2. Do any of the following:
   - In Contacts, tap **Menu > Company Directory**.
   - In a new e-mail message, tap the **To** box (or tap **Menu > Add Recipient),** 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.

Notes • You can save a contact from the Company Directory to your device by selecting the contact, then tapping **Menu > Save to Contacts**.

• You can search on 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.

Chapter 8

Internet

8.1 Ways of Connecting to the Internet

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

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. On the Home screen, slide to the **Settings** tab, then tap **Communications**.
2. Tap **Wi-Fi**. Detected wireless networks are displayed on the screen. Tap the desired Wi-Fi network, then tap **Connect**.

   Note When you select an open (unsecured) network, you will be automatically connected to the network after tapping **Connect**. You do not need to do step 3.

3. Enter the security key and then tap **Done**. Your device connects to the selected Wi-Fi network and shows the connection status on the screen.

Indicates that your device is connected to this Wi-Fi network

Signal strength

Indicates a secured Wi-Fi network.

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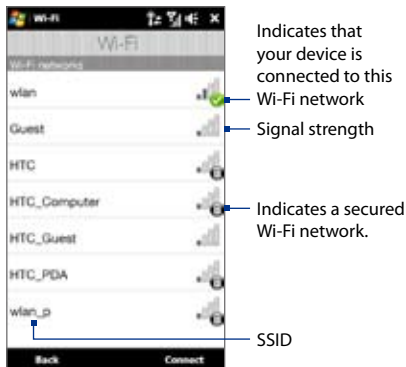
4. Tap **Back** to return to the Communications screen.

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**

On the Home screen, slide to the **Settings** tab and then tap **Menu > Wireless Networks**. 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.
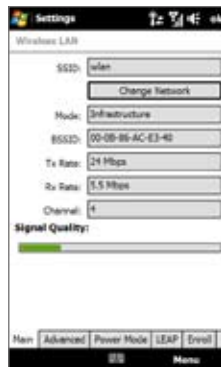
• **Configure Wireless Networks screen**

On the Home screen, slide to the **Settings** tab and then tap **All Settings**. On the **Connections** tab, tap **Wi-Fi**, 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, 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. On the Home screen, slide to the **Settings** tab.

2. On the Settings screen, tap **Menu > Wireless Networks > Power Mode** tab.

3. On the **Power Mode** tab, 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 e-mail 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.

GPRS/3G settings are already preconfigured on your device, and your device is ready to use your wireless service provider's GPRS/3G services. Do not change the 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.

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. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **Connections** tab, tap **Connections**.

3. In **My ISP**, 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. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **Connections** tab, ta p **Connections**.

3. Tap **Manage existing connections**.

4. Tap and hold the name of the desired connection, 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.

8.3 Using Opera Mobile™

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

To open Opera Mobile
On the Home screen, slide to the **Internet** tab and then tap **Launch Browser**.

To go to a web site
    1. 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.

    2. Enter the URL address and tap ![].

Address bar ——— http://www.wikipedia.org/

Search field ——— Search the Web

    Tip When you tap the address bar, a search field also appears. Quickly search the web by entering the search item and tapping ![].

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 existing 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. Opera Mobile will not run in the background.

Notes
- For more information about using Opera Mobile, go to: http://www.opera.com/products/mobile/.

- You can also use Internet Explorer® Mobile to browse the web. To open Internet Explorer Mobile, tap **Start > Internet Explorer**.

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 on tap the screen twice again.

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

Zooming in   Zooming out

To change the screen orientation

Change the screen orientation by simply turning your device sideways.
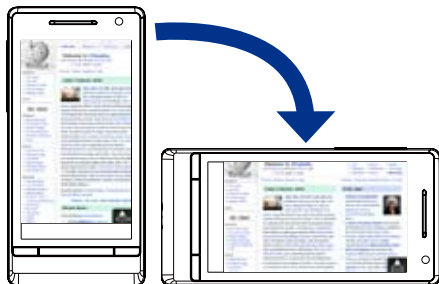
8.4 Using YouTube™

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**.

Open the Program Guide.

Set the video playback quality.

Displays the current program channel being viewed.

Close YouTube.

Filter the list by feed type and by date uploaded to the YouTube server.

Displays the available videos for the selected program channel. Tap a video to watch it. Tap ⓘ to view details about the video.

Switch between the YouTube screens.
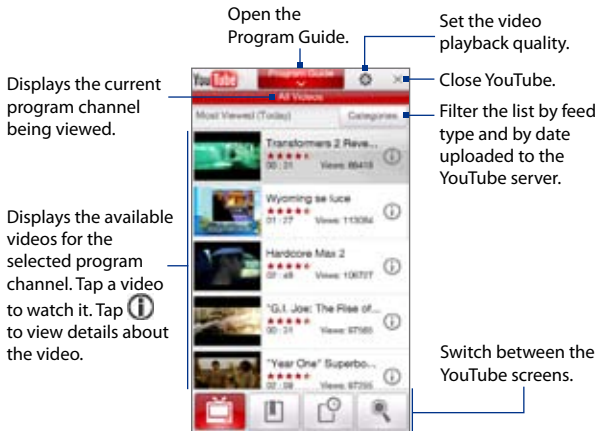
Watching videos

On any Program Guide channel, Bookmarks, or History screen, tap a video to launch the YouTube Video Player.

Drag to go forward or backward in the video.

Go back to the beginning of the video.

Download progress

Buffered video

Resize the video to fit the screen. Tap again to go back to actual size.

Play/pause the video. Stop the video playback.
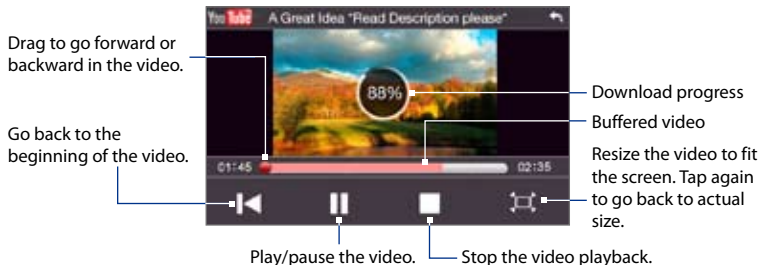
Tip To adjust the volume, press the VOLUME UP and VOLUME DOWN buttons on the side of the device.

When you tap **Stop** ( ) or finish watching the entire video, you are presented with options on what you can do next.

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 via MMS.

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

View details about the video you just watched.

Add the video to your Bookmarks.

Replay the video.
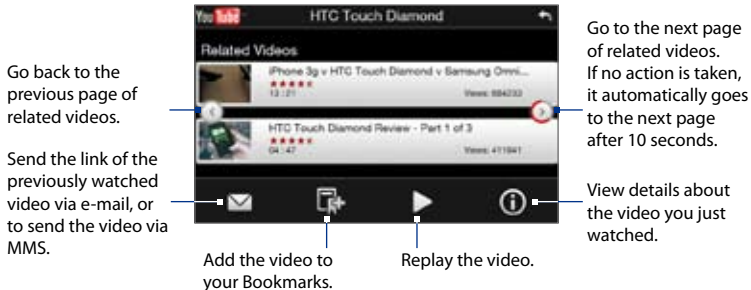
Using the Program Guide

The Program Guide lets you change the program channel so you can browse different types of videos available on YouTube. You can also add or delete program channels in the Program Guide.

To add a new program channel

1. On the YouTube screen, tap 🔍 .
2. On the **Search** screen, enter the channel you want to add to the Program Guide list.
3. Tap **Search**. YouTube searches for the channel and then displays the available videos from it.
4. Tap 🔳 and then on the confirmation screen, tap **OK**. The channel you just subscribed to will now be shown when you tap **Program Guide**.

Tip   You can also add a YouTube user as a program channel by tapping ① on any of the YouTube screens and then tapping 🔳 .

10	News & Politics
11	Nonprofits & Activism
12	People & Blogs
13	Pets & Animals
14	Science & Technology
15	Sports
16	Travel & Events
17	"HTC"
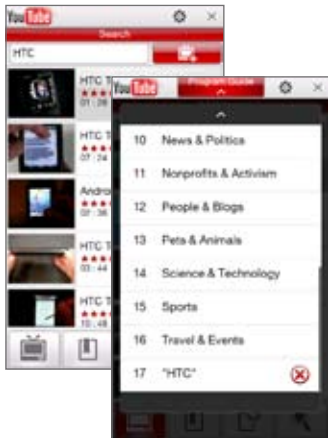
To change the program channel

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 up on the screen 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 you want to delete and then tap ⊗.

3. On the confirmation screen, tap **Yes**.

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 view 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**.
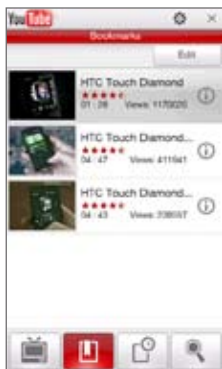
History

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**.

8.5 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.

Note　Before you launch the Streaming Media program, make sure that you are connected to the Internet.

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 **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 button controls to play/pause, switch to full screen, rewind, and fast forward.

Drag to go
backward or forward
on the video.

Rewind the
video.

Switch to full screen
mode. In full screen
mode, tap [icon] to
switch back.

Resize the video to fit
the screen. Tap again to
go back to the actual
video size.

Stop playback.

Tap to toggle between playing
or pausing the video playback.
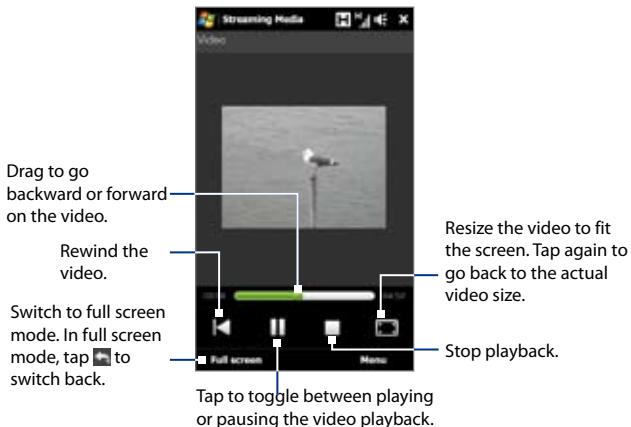
To stream media files directly on the Streaming Media Player
Streaming Media only supports RTSP links when you stream *.3gp and *.mp4 files
directly on the program.

1. Tap **Start > Programs > Streaming Media**.

2. Tap **Menu > Connect**.

3. Enter the complete RTSP link on the box, then tap **Connect**. Streaming Media
   will start playing the file.

4. During playback, use the playback control buttons to play/pause, switch to
   full screen, rewind, and fast forward the video.

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

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 the screen orientation when watching videos in full screen.

8.6 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.

Note   Before you can use Windows Live™, your device must be connected to the Internet. For information about setting up an Internet connection, see "Ways of Connecting to the Internet" in this chapter.

To set up Windows Live™ for the first time
1. Tap **Start > 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, 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 [icon].

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

Change the display name, picture, or personal message.

Access and change the 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 **Start > Programs > Messenger**, or tap **Messenger** on the Windows Live™ main 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, 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 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**.
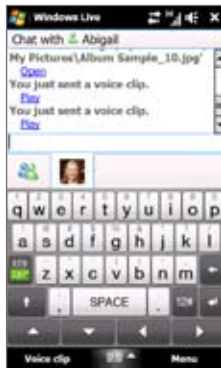
To add a Windows Live™ contact
You can add new Windows Live™ contacts in Windows Live™ Messenger.

1. Tap **Menu > Add new contact**.

2. Enter the e-mail address of the contact, then tap **OK**.

8.7 Using RSS Hub

RSS Hub is an RSS reader that keeps you up-to-date with the latest news from the Internet. It monitors Internet news channels and downloads the most current news updates and podcasts so you are instantly informed of breaking news and events.

Note Make sure you have an active Internet connection (such as GPRS/3G or Wi-Fi) before using RSS Hub.

For more information about RSS Hub, tap **Start > Help** while on any RSS Hub screen to open the on device help.

Subscribing to and organizing news channels
You must subscribe to news channels before you can receive RSS feeds.

To subscribe to news channels
1. Tap **Start > Programs > RSS Hub**, then tap **Continue**.

2. In the New Channel Wizard screen, select the **Choose from a list of known Channels** option, then tap **Next**. A list of RSS channels is displayed.

   Note If the RSS channel you want to subscribe to is not in the list of known channels, tap **Back**, then select another option on the New Channel Wizard screen. For more information on these other options, see the Help on your device.

3. Select the checkboxes of the RSS channels you want to subscribe to, then tap
Finish.
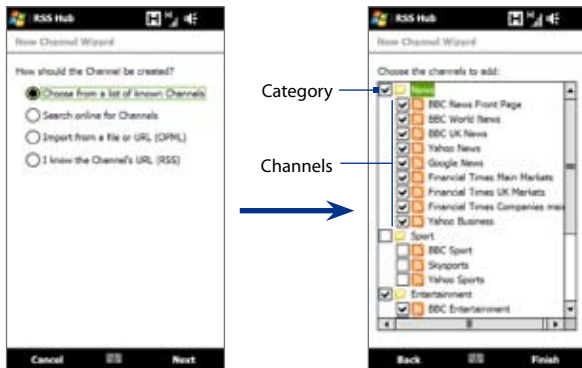
Tap to load pre-selected RSS channels.

Tip Channels are grouped by categories. If you want to select all channels in a category, select the category check box.

4. The channel list appears. Tap **Refresh** to update the channels.

Select the channel category to display

Channel list

Update the channels

Channel is updated. Tap to view the headlines.

Headline count

Cancel channel updating
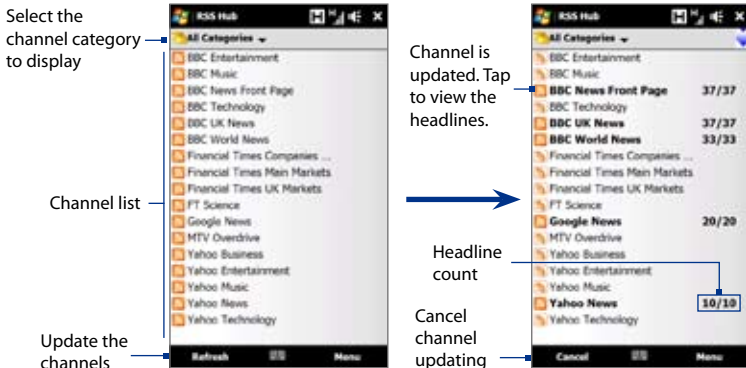
To add new channels

1. In the channel list, tap **Menu > Channel > New** to open the New Channel Wizard screen.

2. Select an option, then follow screen instructions to add new channels. For more information on New Channel Wizard options, see Help on your device.

To filter the channels to display

In the channel list, tap **Menu > View**, then select **Updated** to display only those channels with unread items, or **All** to display all subscribed channels.

To manage channel categories

Do any of the following while in the channel list:

- To view all the channels in a particular category, tap **All Categories** in the upper left area of the channel list, then tap the category you want to display.

- To add a new category, tap **Menu > Categories** in the channel list to display all categories, then tap **Menu > New**.

- To rename or delete a category, tap **Menu > Categories** in the channel list to display all categories, select a category, then tap **Menu > Rename** or **Menu > Delete**.

- If you want to change the channel category, tap and hold the channel in the channel list, then tap **Change Category**. Select a new category and tap **OK**.

Using the headline list

Tap a channel in the channel list to display the headline list.

The item contains a keyword.

New or unread item

Item has been read

Return to the channel list

Tap a headline to open the news summary screen.

Play back the podcast or view the image.

Podcast or image attachment is downloading.

Download the podcast or image attachment.
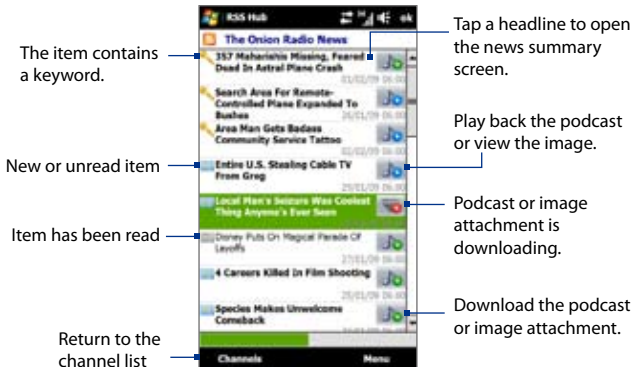
New or unread items display in bold and are marked with a blue newspaper icon. Items that have been read are marked with a gray newspaper icon.

Viewing the news summary

Tap a headline in the headline list to display the news summary.

Channel name

Headline and read status

News summary

Open the item in Opera Mobile. See "Using Opera Mobile" in this chapter for details.

Podcast or image attachment. Tap the link to download the file.

Return to the headline list
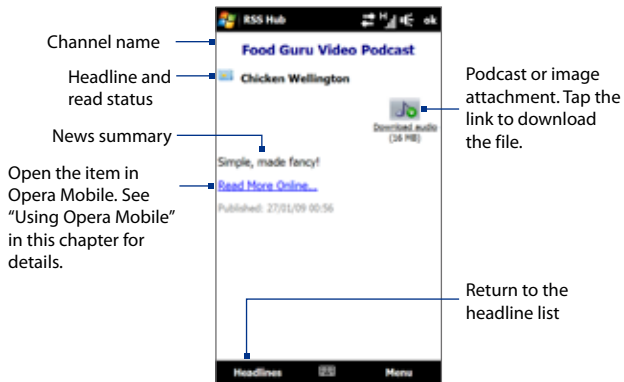
Tap **Menu** to change the text size, fit the text to the screen (text wrap), or enable **ClearType** for better viewing.

To download, play, or save podcasts

1. On the news summary screen tap the **Download audio/Download video** link below the audio/video podcast icon.

   Tip   To cancel the file download, tap **Menu > Podcasts > Cancel Download**, or tap **Cancel download** below the audio/video file icon.

2. After downloading the file, do one of the following:

   • Tap **Menu > Podcasts > Play** or tap **Play audio/Play video** below the audio/video file icon to play back the file.

   • Tap **Menu > Podcast > Save** to save a copy of the file to the device's main memory or storage card.

To send the headline link via e-mail

1. In the news summary screen, tap **Menu > Send Link via Email**.

2. Messaging opens and displays the Account Picker screen. Tap the e-mail account that you want to use.

   A new e-mail message is then created with the headline link.

3. Specify the e-mail recipients, then send it.

Note   For more information on how to compose e-mails, see "Using E-mail" in Chapter 6.

To view the next or previous news summary

In the news summary screen, tap **Menu > Next** or **Menu > Previous**.

8.8 Using Your Device as a Modem (Internet Sharing)

Internet Sharing connects your desktop or notebook computer to the Internet by using your device's data connection such as GPRS/3G. You can connect via USB or Bluetooth.

Notes • Make sure your device has a SIM card installed, and your device has a GPRS/3G or dial-up modem connection. If your device has not been set up with a data connection yet, tap **Menu > Connection Settings** on the Internet Sharing screen. For more information about setting up these connections, see "GPRS/3G" and "Dial-up" in this chapter.

• If you want to set up your device as a USB modem, you must first install Windows Mobile Device Center or Microsoft ActiveSync version 4.5 or later on the computer.

• If you want to use a Bluetooth connection, make sure your computer has built-in Bluetooth capability. If your computer does not have Bluetooth, you can connect and use a Bluetooth adapter or dongle.

• Before using Internet Sharing, disconnect from Windows Mobile Device Center or ActiveSync on your computer.

To set up your device as a USB modem

1. Connect the device to your desktop or notebook computer using the USB sync cable.

2. When the Connect to PC screen appears, select **Internet Sharing**, then tap **Done**.

3. In the PC Connection list, select USB.

4. In the **Network Connection** list, select the name of the connection that your device uses to connect to the Internet.

5. Tap **Connect**.

To use your device as a Bluetooth modem

For the computer to use the Internet connection of your device, activate Internet Sharing on your device, then set up a Bluetooth Personal Area Network (PAN) between the computer and your device.

1. On your device, turn on Bluetooth and set it to visible mode by following the steps in "To turn Bluetooth on and make your device visible" section in Chapter 9.

2. Initiate a Bluetooth partnership from your device by following the steps in "To create a Bluetooth partnership".

3. Connect the device to your desktop or notebook computer using the USB sync cable.

4. When the Connect to PC screen appears, select **Internet Sharing**, then tap **Done**.

5. Select **Bluetooth PAN** as the **PC Connection**.

6. From the **Network Connection** list, select the name of the connection that your device uses to connect to the Internet, and then tap **Connect**.

7. On your computer, set up a Bluetooth Personal Area Network (PAN) with your device:

   For Windows Vista:

   a. Click **Start > Control Panel > Network and Internet > Network and Sharing Center**.

   b. Click **Manage network connections** and then under **Personal Area Network**, double-click **Bluetooth Network Connection**.

   c. In the Bluetooth Personal Area Network Devices dialog box, select your device, then click **Connect**.

For Windows XP:

a. Tap **Start > Control Panel > Network Connections**.

b. Under **Personal Area Network**, click the **Bluetooth Network Connection** icon.

c. Under **Network Tasks**, click **View Bluetooth network devices**.

d. In the Bluetooth Personal Area Network Devices dialog box, select your device, then click **Connect**.

Note If the Bluetooth adapter or dongle on your computer was installed using a third-party provided driver, open the Bluetooth software that came with the Bluetooth adapter/dongle to connect your computer and device via Bluetooth. Refer to the Bluetooth adapter/dongle documentation for more information.

8. On the Internet Sharing screen on your device, check if a connected status message is displayed, which indicates that your computer has been successfully connected to the Internet using your device as a Bluetooth modem.

To end the Internet connection

On the Internet Sharing screen, tap **Disconnect**.

Chapter 9

Bluetooth

9.1 Bluetooth Modes

Bluetooth is a short-range wireless communications technology. Devices with Bluetooth capabilities can exchange information over a distance of about eight meters without requiring a physical connection.

Bluetooth on your device operates in three different modes:

- **On**. Bluetooth is turned on. Your device can detect other Bluetooth-enabled devices, but not vice versa.
- **Visible**. Bluetooth is turned on, and all other Bluetooth-enabled devices can detect your device.
- **Off**. Bluetooth is turned off. In this mode, you can neither send nor receive information using Bluetooth.

Notes • By default, Bluetooth is turned off. If you turn it on, then turn off your device, Bluetooth also turns off. When you turn on your device again, Bluetooth automatically turns on.

- Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless device is prohibited, such as on board an aircraft and in hospitals.

To turn Bluetooth on and make your device visible

1. On the Home screen, slide to the **Settings** tab and then tap **Menu > Bluetooth Devices > Mode** tab.
2. Select the **Turn on Bluetooth** and **Make this device visible to other devices** check boxes.

    3. Tap **OK**. The Title bar will show 🔵 to indicate that the device is in Visible mode.

To turn off Bluetooth visibility after a certain period of time
You can automatically turn off Bluetooth visibility after a specified period of time.

    1. On the Home screen, slide to the **Settings** tab and then tap
       Menu > Bluetooth Devices > Timeout tab.

    2. In **Turn off Visible mode**, select the time before your device's Bluetooth
       visibility turns off, then tap **OK**.

9.2 Bluetooth Partnerships

Create a Bluetooth partnership between your device and another Bluetooth-
enabled device in order to exchange information in a secured manner. Creating
a Bluetooth partnership between two devices is a one-time process. Once a
partnership is created, the devices can recognize the partnership and exchange
information without entering a passcode again.

To create a Bluetooth partnership

    1. On the Home screen, slide to the **Settings** tab and then tap **Menu >
       Bluetooth Devices > Devices** tab.

    2. Tap **Add new device**. Your device displays the names of other Bluetooth
       devices within range.

    3. Tap the device name in the box, then tap **Next**.

    4. Specify a passcode to establish a secure connection. The passcode can be 1
       up to 16 characters.

    5. Tap **Next**.

    6. Wait for the paired device to accept the partnership. The receiving party
       needs to enter the same passcode that you specified.

    7. After the receiving party enters the passcode, a message box appears on your
       device confirming the partnership.

Tip   Tap the device's name in the **Devices** tab to change the paired device name and to set the services you want to use for the paired device. After setting the name and options, tap **Save**.

8. Tap **Done**.

To accept a Bluetooth partnership

1. Ensure that Bluetooth is turned on and in visible mode.

2. Tap **Yes** when prompted to establish a partnership with the other device.

3. Enter the passcode (the same passcode that is entered on the device requesting the partnership) to establish a secure connection.

4. Tap **Next**.

5. Tap **Done**. You can now exchange information with the paired device.

Tips   • To rename a Bluetooth partnership, tap and hold the partnership's name on the **Devices** tab of the Bluetooth screen, then tap **Edit**.

   • To delete a Bluetooth partnership, tap and hold the partnership's name on the **Devices** tab, then tap **Delete**.

9.3 Connecting a Bluetooth Hands-free or Stereo Headset

For hands-free phone conversations, you can use a Bluetooth headset with your device. Your device also supports A2DP (Advanced Audio Distribution Profile) which allows you to use a Bluetooth stereo headset for listening to stereo music.

To connect a Bluetooth hands-free or stereo headset

1. Make sure that both your device and the Bluetooth headset are turned on and within close range, and that the headset is visible. Refer to the Bluetooth headset documentation on how to set the headset in visible mode.

2. On the Home screen, slide to the **Settings** tab, tap **Communications**, then tap **Bluetooth**. The device scans for Bluetooth headsets within range.

3. Tap the name of the Bluetooth headset in the list to automatically pair it with your device.

4. When pairing is successful, tap **OK**.

   Note If automatic pairing fails, tap **Retry**, or enter the headset passcode manually when prompted.

If the Bluetooth stereo headset is disconnected, turn the stereo headset on, repeat steps 1 and 2, and then tap the stereo headset name on the Bluetooth Diagnostic screen to connect.

9.4 Beaming Information Using Bluetooth

You can beam information, such as contacts, calendar items, tasks, and files from your device to your computer or to another Bluetooth-enabled device.

Note If your computer does not have built-in Bluetooth capability, you need to connect and use a Bluetooth adapter or dongle on your computer.

To beam information from your device to a computer

1. Turn on Bluetooth on your device, and make your device visible. For information about this, see "To turn Bluetooth on and make your device visible".

2. Set Bluetooth on your computer to visible mode, create a Bluetooth partnership, then enable your computer to receive Bluetooth beams.

   Note If the Bluetooth adapter or dongle on your computer was installed using a third-party provided driver, open the Bluetooth software that came with the Bluetooth adapter/dongle and enable the adapter/dongle to be discovered by other devices. Refer to the Bluetooth adapter's documentation for more information.

   If your computer has **Windows Vista** or **Windows XP SP2** and your computer's Bluetooth adapter is supported by your Windows version, do the following steps:

    a. On your computer, open **Bluetooth Devices** from the Control Panel, then click the **Options** tab on the **Bluetooth Devices** window.

    b. For **Windows Vista**, select **Allow Bluetooth devices to find this computer**.
For **Windows XP**, select **Turn discovery on** and **Allow Bluetooth devices to connect to this computer**.

    c. Create a Bluetooth partnership between your device and computer. For information about creating a partnership, see "Bluetooth partnerships".

    d. In the **Options** tab of **Bluetooth Devices**, select **Show the Bluetooth icon in the notification area**.

    e. To enable your computer to receive Bluetooth beams, right-click the Bluetooth icon 🅱 in the notification area at the bottom-right corner of your computer screen and select **Receive a File**. You are now ready to beam.

3. On your device, select an item to beam. The item can be an appointment in your calendar, a task, a contact card, or a file.

4. To beam a contact, tap **Menu > Send Contact > Beam**. To beam other types of information, tap **Menu > Beam [type of item]**.

5. Tap the device name to which you want to send the item.

6. If you beamed a calendar, task, or contact item to your computer and it is not automatically added to Outlook, select **File > Import and Export** in Outlook to import it.

Tips • The default folder on your computer where beamed items are stored may be C:\Documents and Settings\your_username\My Documents in Windows XP or C:\Users\your_username\My Documents in Windows Vista.

    • For your device to receive Bluetooth beams, tap **Start > Settings > Connections** tab **> Beam** and make sure the **Receive all incoming beams** check box is selected.

To beam information to a Bluetooth-enabled device such as another Windows Mobile-powered device, create first a Bluetooth partnership with the other device, then follow steps 3 to 5.

9.5 Printing via Bluetooth

Connect your device to a Bluetooth printer to print contact information, appointment details, images, and other file types.

Note You can print files in the **.txt**, **.jpg**, **.xhtml**, **.vcf**, **.vcs** file formats.

Before you start printing, make sure to turn on the Bluetooth printer and to turn on Bluetooth on your device.

To print contact information
1. On the Home screen, slide to the **People** tab and then tap **All People**.
2. Select the contact whose information you want to print.
3. Tap **Menu > Print via Bluetooth** > **Menu > Search Devices**. Your device starts to search for Bluetooth devices.
4. Select the Bluetooth printer and tap **Menu > Send File**.
5. Set the printing options, then tap **Print**.

To print a calendar appointment
1. Tap **Start > Calendar,** then select (highlight) the appointment whose details you want to print.
2. Follow steps 3 to 5 in "To print contact information".

To print a JPEG file from Pictures & Videos
1. Open Pictures & Videos and then locate the JPEG file you want to print.
2. Tap and hold the JPEG image file and then tap **Print via Bluetooth**.
3. Follow steps 4 to 5 in "To print contact information".

To print a text file

1. Open File Explorer and then locate the text file you want to print.
2. Tap and hold the text file and then tap **Print via Bluetooth**.
3. Follow steps 4 to 5 in "To print contact information".
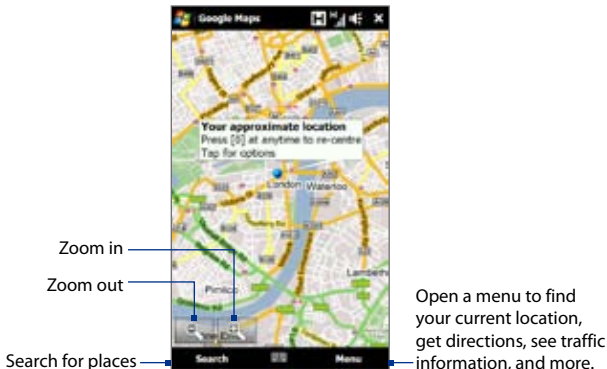
Chapter 10

Navigating on the Road

10.1 Google™ Maps (Available by Country)

Google™ Maps lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination. It also allows you to search and locate places of interest or even a contact address.

Note You need an active data or Wi-Fi connection to use Google Maps.

To open Google Maps, tap **Start > Programs > Google Maps**.

Zoom in

Zoom out

Search for places

Open a menu to find your current location, get directions, see traffic information, and more.

**Notes** • Traffic information is available only in some selected cities.

• Tap **Menu > Help > Tips** to learn more about the program and its many features.

Searching a place of interest

Google Maps lets you search and locate a place of interest, shows the contact information for that place, and gives directions on how to get there from your current location.

1. On the Google Maps screen, tap **Search**.

2. Enter the name, address, or postal code of the place on the search field and then tap **Search**.

3. In the search results list, tap the place to view its address, phone number, and other details.
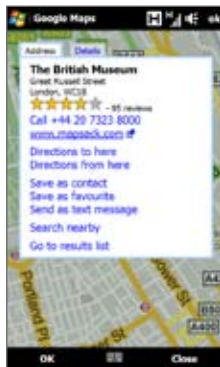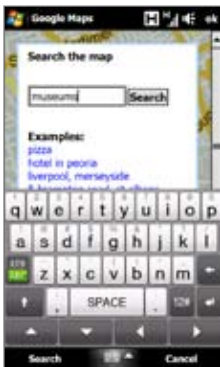
4. On the **Address** tab, tap:

- The **[phone number]** to call the place of interest.
- The web address (if available) to go to the web site of the place of interest.
- **Directions to here** to get directions going to the place of interest from your current location, or tap **Directions from here** to get directions going to another location from the place of interest.
- **Save as contact** to save the contact information of the place of interest to your contacts list.
- **Save as favourite** to add the place of interest to your list of favorite places. To access your favorite places, on the Google Maps screen, tap **Menu > Favourites**.
- **Send as text message** to send the place's contact information to your contact via SMS.
- **Search nearby** to search for other places of interest near your current location.

For more information about Google Maps, go to http://www.google.com/gmm/index.html.

10.2 Guidelines and Preparation for Using GPS

If you installed a GPS navigation software on your device, follow these guidelines before and when using your device for GPS navigation.

- Do not operate the GPS system while driving. The plotted GPS route is only for driving reference. It should not interfere with actual driving behavior.
- Do not leave your device in a vehicle or expose the device to direct sunlight to avoid overheating the battery, which could pose damage to the device or risk to the vehicle.

- When using the device inside a vehicle, use the car holder to mount the device securely in place. Avoid placing the device in the areas shown in the following diagram:

  1 Do not place where it will block the driver's vision.
  2 Do not place where air bags could deploy.
  3 Do not place anywhere in the vehicle without securing the device in the holder.

- Use the GPS system cautiously. Users shall be liable for any damages resulting from negligent operation of the system.

- The GPS signal cannot pass through solid non-transparent objects. Signal reception may be affected by obstructions such as high-rise buildings, tunnels, bridges, forests, weather (rainy or cloudy days), etc. If the vehicle's visor contains metal, it will be difficult for the GPS signal to pass through.

- Wireless communication products (such as mobile phones or radar-detecting devices) may interfere with the satellite signal, resulting in unstable signal reception.

- The Global Positioning System (GPS) is built and operated by the US Defense Department. The Department is responsible for the accuracy and maintenance of the system. Any changes that the Department makes may affect the accuracy and function of the GPS system.

10.3 Downloading Location Data via QuickGPS

Before using the device for GPS navigation, open **QuickGPS** to download ephemeris data (current satellite position and timing information). QuickGPS significantly speeds up the time for determining your GPS position. QuickGPS downloads ephemeris data from web servers, instead of from satellites, using your device's Internet connection via Wi-Fi, ActiveSync or GPRS/3G.

To open QuickGPS
Tap **Start > Programs > QuickGPS**.

To download data
Tap **Download** on the QuickGPS screen.

On the screen, initially, you will see the **Valid time** of the downloaded data. As time passes, the remaining days and hours of validity will be shown.

To speed up GPS positioning, download the latest ephemeris data when the validity of the data expires.

Changing the download options

To configure download times, tap **Menu > Options** and choose from available options:

- **Remind me when data expires**.
  A message displays when ephemeris data expires.

- **Auto download when data expires**.
  Allows the device to automatically download ephemeris data when it expires.

- **Auto download when connected to PC via ActiveSync**.
  Allows the device to automatically download ephemeris data when it is connected to your computer via ActiveSync. Your computer must have Internet connection to download ephemeris data.

Chapter 11

Experiencing Multimedia

11.1 Taking Photos and Videos

Use **Camera** application to take photos and record video clips. You can either use the main (back) camera or second (front) camera.

To open the Camera screen
On the Home screen, slide to the **Photos and Videos** tab and then tap the camera icon ( ). The screen orientation automatically switches to landscape mode when you open Camera.

To close the Camera
Tap the On-screen control button ( ), then tap the **Exit** icon ( ) on the Camera screen.

Changing the capture mode
Tap the On-screen control button ( ), then tap the capture mode icon
(the icon displayed is based on the current capture mode). On the menu, tap the capture mode you want to use.

Icon	Capture Mode
	Captures standard still images.

| Icon	Capture Mode
	Records video clips, with or without audio.
	Captures still images continuously in one direction, then stitches them to create a panoramic view of a scenery.
	Records video clips suitable for sending via MMS.
	Captures a still image that you can assign as a contact picture.
	Captures still images and places them within frames.

Note When using the second camera to capture, you can use all modes, except for Panorama.

Focus

Use the automatic focus or Touch Focus function to capture sharp and crisp photos and videos.

Note The second (front) camera has no auto-focus function.

Auto-focus

Auto-focus sets the focus on the object at the center of the screen and is available for all capture modes. By default, touching the **Virtual Camera button** ( ) activates auto-focus and a flashing white bracket ( ) appears in the center of the screen. When focus is set, the bracket changes to a steady green bracket ( ), and then the Camera takes the photo or starts to record the video.

Touch Focus

Touch Focus allows you to focus on a particular area of the screen. Touch Focus is enabled by default and is only available for Photo or Contacts Picture mode.

Note   To disable Touch Focus, see "Advanced options" in this chapter.

To use Touch Focus:

1. Set the Camera to Photo or Contacts Picture mode.

2. Touch the area on the screen that you want to focus. The Touch Focus indicator (‑¦‑) positions itself on the selected area.

   Note   If you tap outside the effective focus area, a white box appears to indicate the area where you can use Touch Focus.

3. Touch ⬤ to activate auto-focus on the selected area and take the photo. See "Auto-focus" in this chapter for more information.

Tip   To move the Touch Focus indicator back to the center of the screen, tap 🔲 .

Capturing photo or recording video

By default, the Camera automatically takes the shot or starts capturing video after you have set the focus.

• In **Photo** or **Contacts Picture** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the shot.

• In **Video** or **MMS Video** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically starts recording. Touch the Virtual camera button again to stop recording.

• In **Picture Theme** or **Panorama** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the first shot. Do the same for each shot you need to take.

The Review screen

After capturing a photo or recording video, the Review screen gives you the option to view/play, send, or delete the photo or video clip.

Icon	Function
↩	Return to the live Camera screen.
🖼 / ▶	View the captured image or play the captured video in Album. See "Viewing Photos and Videos Using Album" in this chapter.
🗑	Delete the captured image or video.
✉	Send the captured image or video via MMS or e-mail.
👤	After capturing in Contacts Picture mode, tap to assign the photo to a selected contact.

On-screen controls

Tap ▭ to display the on-screen controls.

1 **Zoom control.** Tap ➕ to zoom in, or ➖ to zoom out. You can also tap and hold these buttons to gradually zoom in or out.

> **Note** The zoom control appears only when zooming is supported by the resolution you have selected. See "Zooming" for details.

2 **Touch Focus / Auto-focus indicator**. See "Using the focus" for details.

3 **Album**. Open the Album program. See "Viewing Photos and Videos Using Album" for details.

4 **Capture mode**. See "Changing the capture mode" for details.

5 **Menu**. Open the Menu Panel. See "Menu Panel" for details.

6 **Virtual Camera button**. Activates the auto-focus and functions as the shutter release button.

7 **Template Selector icon**. In Picture Theme mode, tap to select another frame.

8 **Progress indicator**. In Picture Theme and Panorama modes, this shows the number of consecutive shots.

Menu Panel

The Menu panel lets you quickly adjust common camera settings and provides access to more advanced camera settings. To open the Menu panel, tap ▣ on the Camera screen, and then tap ◉ . To adjust a setting, keep tapping a button, for instance, **White Balance**, to cycle through the available settings.

Note   The available menu panel buttons depend on the selected capture mode.

Icon	Function
☀ White Balance	Select the white balance setting according to the current lighting condition to capture colors more accurately.
☀ Brightness	Open the Brightness bar and adjust the brightness level. Tap outside the Brightness bar to apply the change.
▣ AUTO	Select the camera to use. You can choose from main camera (📷), second camera (📷), and second camera flip (📷).
⏲ Self-timer	Set the self-timer to **2 seconds**, **10 seconds**, or **Off** when in Photo or Contacts Picture mode.
⚙ Advanced	Open the advanced camera settings. See "Setting advanced options" for details.

Zooming

Before capturing a photo or a video clip, you can zoom in or out on your subject. On the zoom control bar, tap ➕ to zoom in, or ➖ to zoom out. You can also tap and hold these buttons to gradually zoom in or out on your subject.

The camera zoom range for a photo or a video clip depends on the capture mode and resolution. Refer to the table for more information.

Capture mode		Resolution		Zoom range
Photo	5M	Normal:	2592 x 1944	1.0x to 1.6x
		Widescreen:	2592 x 1552	
	3M	Normal:	2048 x 1536	1.0x to 1.6x
		Widescreen:	2048 x 1216	
	2M	Normal:	1600 x 1200	1.0x to 1.6x
		Widescreen:	1600 x 960	
	1M	Normal:	1280 x 960	1.0x to 1.6x
		Widescreen:	1280 x 768	
	L	Normal:	640 x 480	1.0x to 1.6x
		Widescreen:	640 x 384	
	M	Normal:	320 x 240	1.0x to 3.2x
		Widescreen:	320 x 192	
Video	CIF	352 x 288		1.0x to 1.6x
	L	320 x 240		1.0x to 1.6x
	M	176 x 144		1.0x to 1.6x
	S	128 x 96		1.0x to 1.6x
MMS Video	M	176 x 144		1.0x to 1.6x
	S	128 x 96		1.0x to 1.6x

Capture mode		Resolution	Zoom range
Panorama	☐ L	640 x 480	1.0x to 1.6x
	☐ M	320 x 240	1.0x to 3.2x
Contacts Picture	☐ M	240 x 320	1.0x to 3.2x
Picture Theme		Determined by the current template	Depends on the size of the selected template

Note   The capture size settings and zoom ranges are only for the main camera.

Setting advanced options

The Advanced options let you adjust options for your selected capture mode and set Camera program preferences. Tap **Advanced** on the Menu panel to open the Advanced screen.

Tap an item to change the setting.

Tap to go back to the Camera screen.
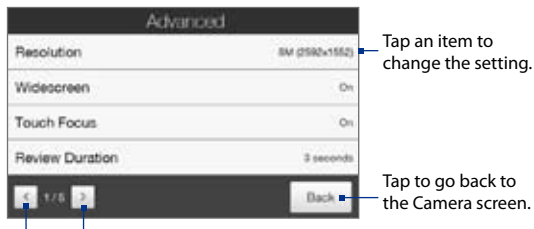
Tap to go through the different Advanced option screens.

- **Resolution**. Select the resolution to use.
- **Widescreen** (Photo mode). When **On** (default) you can use the entire screen as viewfinder. Refer to the zoom table for the resolution when Widescreen is **On**.

- **Touch Focus** (Photo and Contacts Picture modes). Enables or disables the Touch Focus function. Touch Focus is **On** by default.
- **Review Duration**. Set a time for a captured photo/video to remain on the Review screen.
- **Quality**. Select the image quality level for captured photos.
- **Capture Format** (Video and MMS Video modes). Select the file format for recorded videos.
- **Time Stamp** (Photo mode). Include the date and time on captured photos.
- **Storage**. Select where to save photos and videos. You can either save the files to the main memory or to a storage card, if available.
- **Keep Backlight**. Turn the backlight on or off. This overrides your device backlight settings while you are using the camera.
- **Shutter Sound**. Play a shutter sound when you tap the Virtual Camera button.
- **Image Properties**. Adjust the image properties.
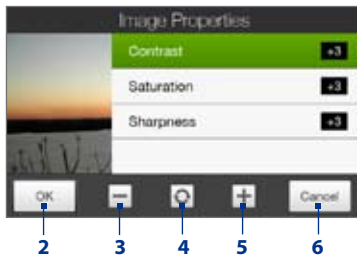
1 Tap a property to adjust.
2 Save the settings.
3 Decrease the value.
4 Reset all properties to default.
5 Increase the value.
6 Close the Image Properties screen without applying and saving the changes.

- **Effect**. Apply a special effect to your photos or videos.
- **Metering Mode**. Select a metering mode to allow the camera to measure the amount of light and calculate the best-fit exposure value before capturing.

- **Prefix**. The file name of a newly captured photo or video is set to "IMAGE" or "VIDEO" followed by a sequential number, for example: IMAGE_001.jpg. You can also choose the current date or date and time as the file name prefix.

  Note You can not change the file name prefix when saving captured photos to a storage card. Captured photos will be named using the convention IMAGnnnn.jpg (where 'nnnn' is the counter), and will be saved to the \DCIM\100MEDIA folder on the storage card.

- **Counter**. Tap to reset the file naming counter back to 1.

- **Flicker Adjustment**. When taking indoor shots under fluorescent lighting, keep this setting to **Auto** or change it to the proper frequency (**50Hz** or **60Hz**) of the power in your country to reduce flicker.

- **Grid** (Photo mode). Show a grid on the screen so you can easily frame and center your subjects.

- **Record with Audio** (Video or MMS Video mode). Select **On** to record videos with audio, or **Off** to record videos without audio.

- **Recording Limit** (Video mode). Set the maximum duration or file size for recording video.

- **Template** (Picture Theme mode). Select a template.

- **Template Folder** (Picture Theme mode). By default, templates are stored in the \My Documents\Templates folder on the device's **Main Memory**. If you transferred some templates to a storage card, set this option to **Main + Card**.

- **Show Reminder** (Contacts Picture mode). Select **On** if you want the Camera to always display a message that confirms whether or not to assign the captured picture to a contact.

- **Direction** (Panorama mode). Choose the direction to where the photos will be stitched in a panorama.

- **Stitch Count** (Panorama mode). Select the number of shots to be taken and stitched into a panorama.

11.2 Viewing Photos and Videos Using Album

Use **Album** to view photos and videos in your device.

To open Album
On the Home screen, slide to the **Photos and Videos** tab and then tap **Album**. You can also tap while on the Camera program to open Album.

Note   When you open Album from the Camera program, Album displays in landscape screen orientation.

Open the Camera program.

Play the video file.

View the photo in full screen.

Change the album.

Open a menu and start a slideshow, set the album as favorite, and more.
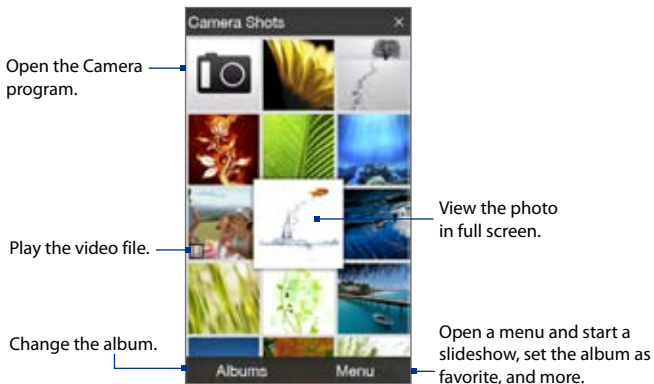
To select an album
1. On the Album screen, tap **Albums** and then select the album to view. The contents of the album displays on the screen.
2. Browse through the files by sliding your finger upward or downward.

Viewing photos

While viewing a photo, tap the screen to open the on-screen menu.

Send the photo using via e-mail or MMS.

Start the slideshow.

Return to the main Album screen, **Photos and Videos** tab, or Camera.

Open a menu to save the screen photo as a contact picture, save the current photo as a new file, and more.
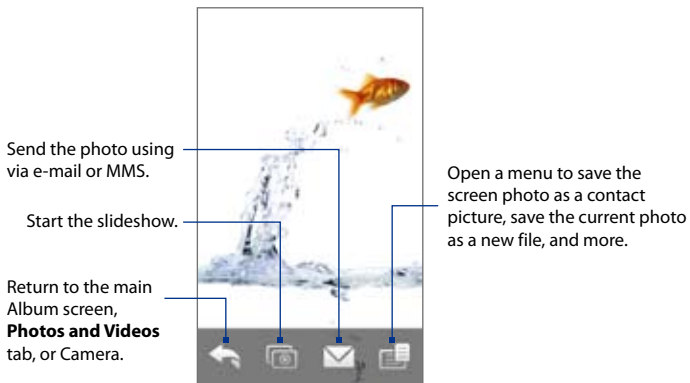
To view the next or previous photo

View the next photo by swiping your finger across the screen from right to left. Go back to the previous photo by swiping your finger from left to right.

To zoom in or out on an photo

Double-tap the area on the photo you want to zoom in on. To zoom out, double-tap the screen again to fit the photo to the screen.

Tips • Use the zoom bar to zoom in on the center of the photo. Slide your finger to the right of the zoom bar to zoom in. Slide to the left of the zoom bar to zoom out.

• When you zoom in on a photo, tap and hold the screen to pan and view other areas of the photo. When you zoom in on a photo, tap the screen, tap 📑 and then select **Save Screen Image** to save the zoomed in photo as a new file.

To view photos as a slideshow
While viewing a photo, tap the screen, and then tap 📷 to view a slideshow of photos in that album.

Note • Animated GIF and video files are excluded from the slideshow.

• The screen orientation automatically switches to landscape mode during a slideshow.

During the slideshow, tap the screen to show the playback controls.

Return to the main Album screen or the **Photos and Videos** tab.

Open the slideshow options to set the transition effect, time per slide, and orientation of the photos.

Go back to the previous image.

Play or pause the slideshow.

Go to the next image.

Tip If the photos are in your favorite album, you can start the slideshow from the **Photos and Videos** tab on the Home screen. See **Photos and Videos** in Chapter 3 for details.

Playing videos

While playing back video, tap the screen to show the playback controls.

Drag to go forward or backward in the video.

Elapsed time

Total duration

Go back to the beginning of the video.

Stop the video.

Play or pause the video.

Tip If the video is in your favorite album, you can play the video from the **Photos and Videos** tab on the Home screen. Select the video on the Photos and Video tab and then tap **Play**.

Closing Album

When viewing photos in full screen, tap the screen to show the on-screen menu or playback controls and then tap [icon] to go back to the main Album screen.

Tap [icon] on the main Album screen to close Album.

11.3 Using Windows Media® Player Mobile

Windows Media® Player Mobile plays digital audio and video files that are stored on your device or on the web.

To open Windows Media® Player Mobile
Tap **Start > Programs > Windows Media**.

Windows Media® Player Mobile opens with the Library screen. Use the Library screen to find and play songs, videos, and playlists that are stored on your device or on the storage card.

Playing media

To update the Library
1. On the Library screen, tap the Library arrow (near the top of the screen), then tap the media storage that you want use, for example, **Storage Card**.
2. In most cases, Windows Media® Player Mobile automatically updates the library. However, you can manually update the library to ensure that it contains new files that you recently copied to your device or to the storage card. Tap **Menu > Update Library** to manually update the library list.

To play video and audio files on your device
1. On the Library screen, select a category (for example, My Music or My Playlists).
2. Tap and hold the item that you want to play (such as a song, album, or artist name), then tap **Play**.

Tips • To play a media file that is stored on your device but is not in a library, on the Library screen, tap **Menu > Open File**. Tap and hold the item that you want to play (such as a file or a folder), then tap **Play**.

• To play a media file from the Internet, tap **Menu > Library** and then tap **Menu > Open URL**.

The playback screen opens and plays the audio or video file.

Drag to jump to any part of the video or audio.

Mute/Unmute

Full screen

Visit WindowsMedia.com

Increase volume

Decrease volume

Skip to the beginning of the current file or to the previous file.

Skip to the next file

Play/Pause
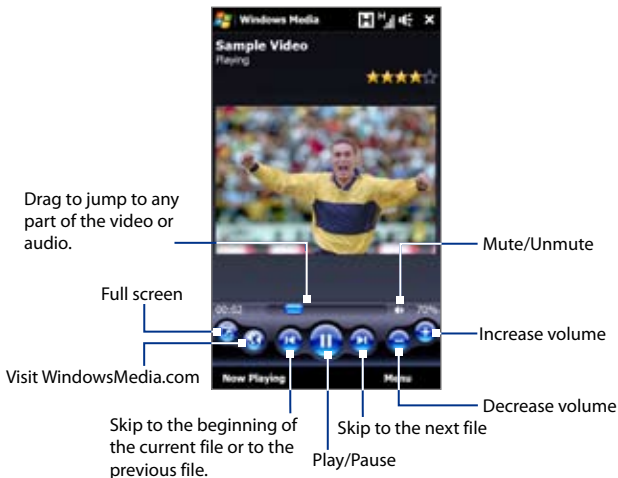
Synchronizing video and audio files

Use the latest version of Windows Media® Player on your computer to synchronize digital media files from your computer to your device. This ensures that protected files and album art (for skins) are correctly copied to your device.

To automatically synchronize content to your device

1. On your computer, open Windows Media® Player, then connect your device to your computer.

2. In the Device Setup Wizard, select **Yes, search my computer now**.

Note If you have previously opened Windows Media® Player and searched for media on your computer, you will not be prompted to search your computer in step 2.

3. On the Device Setup dialog box, enter a name for your device and click **Finish**.

Note If you installed a storage card that has a capacity of more than 4GB and your entire library can fit into the storage card, Windows Media Player will automatically synchronize your music files. The device also needs to be set to **Disk Drive** mode for Windows Media Player to automatically synchronize.

4. On the left panel of Windows Media® Player, right-click the name of your device and click **Set Up Sync**.

Note To set up media synchronization on a storage card, right-click Storage Card in the left panel of Windows Media® Player, then click **Set Up Sync**.

5. Select the playlist(s) that you want to sync between your computer and device, then click **Add**.

Note On the Device Setup dialog box, make sure that the **Sync this device automatically** check box is selected.

6. Click **Finish**.

The files will begin synchronizing to your device. The next time you connect your device to your computer while Windows Media® Player is running, synchronization will start automatically.

To manually synchronize content to your device

1. If you have not set up media synchronization between your device and computer, follow steps 1 to 3 in "To automatically synchronize content to your device".

2. Click the **Sync** tab on the Windows Media® Player of your computer. Select a Playlist or a Library on the left panel of the Windows Media® Player.

3. From the Content List, drag the media files that you want to sync to your device and drop them to the Sync List.

Playlists and Library List   Content List   Sync List
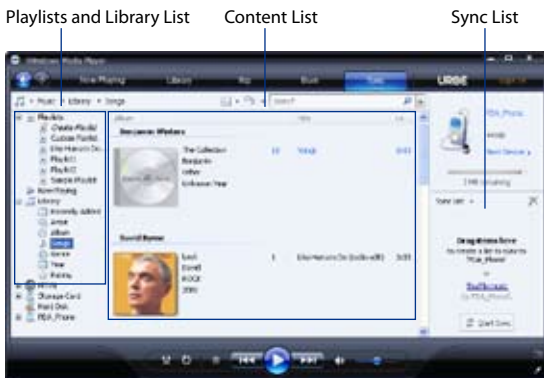
4. Click **Start Sync** to start synchronizing the selected files to your device.

Notes
- Use Windows Media® Player 11 or higher on your computer to synchronize media files to your device.
- Audio files copy faster if Windows Media® Player is configured to automatically set the quality level for audio files copied to your device. For more information, see the Windows Media® Player Help.

Creating playlists
Create a new playlist by saving the current Now Playing playlist and giving it a new name.

To save a new playlist
1. If you are not on the Library screen, tap **Menu > Library**.
2. Tap to select a category (for example, My Music or My Playlists).

3. Select a media file that you want, then tap **Menu > Queue Up**. This adds the file to the Now Playing list. Repeat this step until you have added all desired media files to the Now Playing list.

   Note   You cannot select multiple files simultaneously.

4. After adding the media files, tap **Menu > Now Playing**.

5. On the Now Playing screen, tap **Menu > Save Playlist**.

6. Enter the playlist name, then tap **Done**.

7. To play back the playlist you created, tap My Playlists in the Library, select your playlist, then tap **Play**.

Troubleshooting

For troubleshooting information, visit http://www.microsoft.com/windows/ windowsmedia/player/windowsmobile/troubleshooting.aspx.

11.4 Using FM Radio

FM Radio lets you to listen to FM radio stations on your device. Since FM Radio uses the provided stereo wired headset as antenna, connect the headset first to the earphone jack of your device before you open the program.

To open FM Radio
Tap **Start > Programs > FM Radio**.

The first time this program is used, it will automatically scan for available FM channels in your area, save them as presets, then plays the first FM station found. For information about saving favorite stations as presets, see "Saving presets."

1	FM Radio status	**9**	Select mono or stereo audio.
2	FM radio frequency	**10**	Search the FM band for the next higher FM station.
3	Search the FM band for the next lower FM station.	**11**	Fine tune the radio frequency by +0.1 MHz.
4	Fine tune the radio frequency by -0.1 MHz.	**12**	Turn the sound on or off.
5	Select headset or speaker audio output.	**13**	Preset FM stations. Tap a station to tune in.
6	Turn off FM radio.	**14**	Set FM Radio options, such as Scan and Save, mute the audio, and select the audio output.
7	Station preset number (if you saved the station as preset)		
8	Radio signal strength		

Tip   Press the VOLUME UP and VOLUME DOWN buttons on the side of the device to adjust the volume.

Saving presets

Save favorite FM stations as presets so you can easily access them. You can save up to 20 preset radio stations. Radio stations that are saved on Presets 1 to 6 can be accessed on the FM Radio screen.

To save FM stations as presets

1. Tune in to the desired FM frequency, then tap **Presets**.

2. On the Presets list, tap ✓ that appears on the desired preset number where you want to save the FM station.

   Tip Tap ✗ to remove a favorite FM station from the list.

3. When done, tap **OK**.

To listen to a preset FM station

On the FM Radio screen, tap the station preset button. If the station preset button is not on the screen, tap **Preset**, then tap the station you want to listen to.

Minimizing or turning off FM Radio

When you tap on the FM Radio screen, the program continues to run in the background and allows you to continue listening to the radio while you use other programs. To turn off FM radio, tap on the upper right corner of the FM Radio screen.

11.5 Using Audio Booster

Audio Booster optimizes sound by providing an audio equalizer for a better listening experience.

To open Audio Booster
Tap **Start > Programs > Audio Booster**.
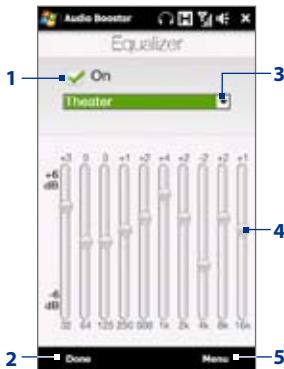
1	Enable or disable the equalizer.
2	Apply the modified settings.
3	Choose the Equalizer preset to use.
4	Drag the sliders to adjust the frequency.
5	Exit Audio Booster without applying the modified settings, or save or delete preset equalizer settings.

To create a custom equalizer preset

1. Adjust the frequency bands to your desired values by dragging the equalizer controls.
2. When finished, tap **Menu > Save as Preset**.
3. Enter a preset name and then tap **Done**. The equalizer preset is added to the preset list box.

Note   To delete a custom equalizer preset, select it on the preset list box and then tap **Menu > Delete Preset**. You cannot delete pre-installed equalizer presets.

11.6 Using MP3 Trimmer

Use **MP3 Trimmer** to trim an MP3 file and save it as a new file or set it as a ring tone.

To open MP3 Trimmer
Tap **Start > Programs > MP3 Trimmer**.

Title
Duration
Playback time
Play/Stop
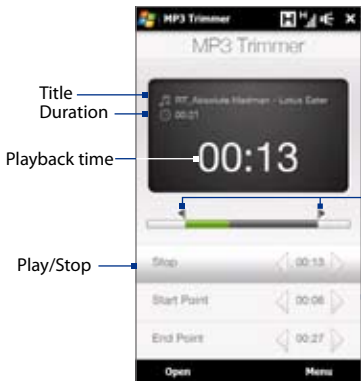
Start and **End Points**
Set the part of the music that will be used as the ring tone. Drag the left handle to set the start time, then drag the right handle to set the end time.

Start Point / End Point
To set the start and end points more precisely, you can also tap these controls to step backward/forward one step.

To trim the MP3 file

1. Tap **Open** to locate and select the MP3 file you want to trim.

2. On the MP3 Trimmer screen, use the stylus to adjust the **Start Point** and **End Point**.

   Note After you set the **Start Point**, the MP3 file will play from the start point. After you set the **End Point**, the MP3 file will play from 5 seconds before the end point.

4. Tap **Play** to play the trimmed file.

5. Tap **Menu** and select to whether set the file as the default ring tone, save the file to the ring tone folder, or save it as another file name.

Chapter 12

Programs

12.1 Managing Programs

Launching a program
Tap **Start** to open the Start screen and then tap a desired program, or slide to the **Programs** tab on the Home screen, and then tap **All Programs**.

Installing a program
You can install or uninstall additional programs, such as the programs in the Application disc or purchased programs. Your device does not allow you to uninstall most of the preinstalled programs.

Note   Before you purchase additional programs for your device, make sure that they are compatible with your device.

To install a program
  1. Download the program to your computer, or insert the CD/DVD that contains the program into your computer.

   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 only the programs designed for your device.

  2. Read any installation instructions or documentation that comes with the program. Many programs provide special installation instructions.

   3. Connect your device to the computer.

   4. Double-click the installation setup file.

To uninstall a program
   1. Tap **Start > Settings > System** tab **> Remove Programs**.

   2. In the **Programs in storage memory** list, select the program you want to remove, then tap **Remove**.

12.2 Calendar

Aside from the **Calendar** tab on the Home screen, you can use **Calendar** to create appointments and set meeting reminders. You can also synchronize Calendar appointments between your device and computer.

To open the Calendar screen
Tap **Start > Calendar**.

Creating appointments

   1. On the Calendar screen, tap **Menu > New Appointment**.

   2. Enter a name for the appointment.

   3. Do one of the following:
   • If it is a special occasion such as a birthday or a whole-day event, set the **All Day** option to **Yes**.
   • If there is a time frame for the appointment, set the start and end dates and times.

   4. Specify the type of category for your appointment, so that it can be grouped with other related appointments. Tap **Categories**, then select a preset category (Business, Holiday, Personal, or Seasonal), or tap **New** to create your own category.

   5. When finished, tap **OK** to return to the calendar.

Notes	• All-day events do not occupy blocks of time in Calendar; instead, they appear in banners at the top of the calendar.
	• To remove an appointment, tap **Menu > Delete Appointment**.
Tip	To have the time entered automatically in Day view, tap and drag to select a time slot for the new appointment, and tap **Menu > New Appointment.**

To set the reminder time for new appointments

By default, Calendar has been set to display a reminder alert when you have new upcoming appointments. You can change the reminder time.

1. Open the Calendar screen.

2. Tap **Menu > Tools > Options > Appointments** tab.

3. Make sure the **Set reminders for new items** check box is selected.

4. Set the time when you want the reminder to alert you.

5. Tap **OK** to return to the Calendar screen.

View appointments

By default, Calendar displays appointments in **Agenda** view. You can also look at your appointments in **Day**, **Week**, **Month**, and **Year** views.

The highlighted hours here indicate the time of your appointments.

View the appointment details.
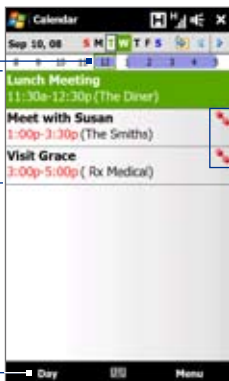
The arrows indicate that these are conflicting appointments.

Switch calendar views.

Agenda view

- To see detailed appointment information in any view, tap the appointment.

- To view appointments by category, tap **Menu > Filter**, then select the desired category.

- To change the default view that Calendar uses to display appointments, tap **Menu > Tools > Options > General** tab. Tap the **Start in** box, then choose the calendar view.

- When in Month view, you will see the following indicators:
    - Morning appointment
    - Afternoon or evening appointment
    - Both morning and afternoon/evening appointments
    - All-day event

Sending appointments

Use Calendar to schedule meetings via e-mail with contacts who use Outlook or Outlook Mobile, or send appointment details as a vCalendar.

To send a meeting request

1. Create a new appointment, or open an existing one and tap **Menu > Edit**.

2. Tap **Attendees**, tap **Add Required Attendee** or **Add Optional Attendee** and then add the contacts you want to invite.

   Note If your device is connected to a Microsoft Exchange 2007 server you can specify if an attendee is required or optional only. Otherwise, all attendees are designated as required. For more information, see "Managing Meeting Requests" in Chapter 7.

3. When you have finished adding attendees, tap **Done**.

4. Tap **OK** to send.

Tip To choose the e-mail account to use for sending meeting requests, tap **Menu > Tools > Options > Appointments** tab. Tap the **Send meeting requests via** box and choose to send via your Outlook E-mail, POP3/IMAP4 or Windows Live™ account.

Notes
- If you're sending the meeting request using your Outlook E-mail account, it will be sent to the attendees the next time you synchronize your device with your computer or Exchange Server.
- 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.

To send appointment details as a vCalendar

A vCalendar is a standard file format used for exchanging scheduling and task information. vCalendar files can be exported to Outlook on the computer.

After selecting the appointment to send in the Calendar screen, tap **Menu > Send as vCalendar** to send a vCalendar containing appointment details as a file attachment in an e-mail message.

12.3 **Contacts**

Contacts is your address book and information storage for people and businesses you communicate with. You can add **Outlook contacts** from your device or synchronized with your PC or the Exchange Server, **SIM contacts** stored on the SIM card, or **Windows Live™ contacts**.

Note You can only add Windows Live™ contacts after you have set up Windows Live™ on your device. See "Using Windows Live™" in Chapter 8.

To open the Contacts screen
Tap **Start > Contacts**.

Adding new contacts
To add a contact on your device

1. On the Contacts screen, tap **New**, select **Outlook Contact**, and enter the contact information.

3. In the **File as** field, choose how you want the contact name to appear in the contact list.

4. To add a photo of the contact, tap **Select a picture**, and then select the picture file or tap **Camera** to take a photo of the contact.

5. To assign a ring tone to the contact, tap the **Ring tone** field, scroll through the list of tones, then select a desired tone.

6. When finished, tap **OK**.

Tip To edit contact information, tap the contact name and then tap **Menu > Edit**.
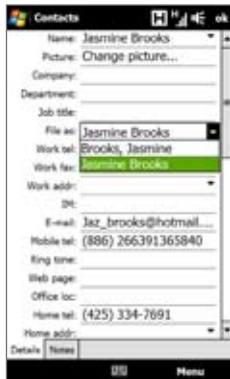
To add a contact to your SIM card

  1. On the Contacts screen, tap **New**, then select **SIM Contact**.

  2. Enter a contact name and phone number, and then tap **OK**.

Tip   You can also use the SIM Manager to add and edit contacts on your SIM card. For more information, see "SIM Manager" in this chapter.

Organizing and searching contacts

To group similar contacts

For easier contact management, you can group contacts by assigning them into categories.

  1. Create a new Outlook contact or edit an existing Outlook contact.

  2. Tap **Categories**.

  3. Select a preset category such as Business or Personal, or tap **New** to create your own category.

  4. When finished, tap **OK**.

To find a contact on your device

There are several ways to find a contact when your contact list is long:

  • Begin entering a contact name in the provided text box until the contact you want is displayed.

- On the Quick Scroll bar on the right of the Contacts screen, scroll to or tap a letter to go directly to the part of the contacts list where contact names start with that letter.

  Note You can disable the Quick Scroll bar by tapping **Menu > Options** and selecting the **Show alphabetical index** check box. This will show the alphabetical index at the top of the Contacts list.

  Quick Scroll bar

- Filter the list by categories. In the contact list, tap **Menu > Filter**, then tap a category you've assigned to a contact. To show all contacts again, select **Menu > Filter > All Contacts**.

Sharing contact information

You can quickly send contact information to another mobile phone or device through Bluetooth beaming or text messaging.

To beam the contact information

  1. Tap and hold a contact on the Contacts screen.

  2. Tap **Menu > Send Contact > Beam**, then select the device where to send the contact.

Note Before beaming, make sure Bluetooth is turned on and set to visible mode on your device and the target mobile device. You can also beam contact information to your computer. See Chapter 9 for details.

To send the contact information via text messaging
1. Tap and hold a contact on the Contacts screen.
2. Tap **Menu > Send Contact > Text Messages**.
3. Select the contact information you want to send, then tap **Done**.
4. In the new text message, enter the mobile phone number of the recipient, then tap **Send**.

12.4 JBlend

Use **JBlend** to download, install and manage MIDlets or MIDlet suites on your device. MIDlets are Java applications such as games and tools that can run on mobile devices, while a MIDlet suite is a collection of one or more MIDlets. Your device supports Java 2 Micro Edition (J2ME).

To open JBlend
Tap **Start > Programs > JBlend**.

Installing and launching MIDlets or MIDlet suites

To download and install via Internet Explorer Mobile
1. Connect your device to the Internet, then on the JBlend screen, tap **Install > Download** to open Internet Explorer Mobile.
2. Locate and select the MIDlet or MIDlet suite to download.
3. Information about the MIDlet or MIDlet suite is then displayed. Tap **Continue**.
4. Confirm downloading and proceed with the installation.

To install from your device
You can copy MIDlets or MIDlet suites from your PC to your device using the USB sync cable or Bluetooth connection.

1. On the JBlend screen, tap **Install > Local Install**. The program then searches for MIDlets or MIDlet suites on your device and displays them in a list.

2. From the list, tap the MIDlet or MIDlet suite that you want to install.

3. Tap **Yes** to confirm and start the installation.

To run a MIDlet or MIDlet suite
After installing a MIDlet or MIDlet suite, tap **Yes** to run it. You can also tap the MIDlet or MIDlet suite on the JBlend screen to run it.

To stop a MIDlet or MIDlet suite
Tap **Exit** or **Quit** on the MIDlet's or MIDlet suite's screen or menu.

Managing MIDlets and MIDlet suites

You can organize MIDlets and MIDlet suites into folders for easy identification, renaming, updating, and more. If the device memory is full, uninstall some MIDlets or MIDlet suites to free up memory space.

To update a MIDlet or MIDlet suite
On the JBlend screen, select a MIDlet or MIDlet suite and then tap **Menu > Application > Update Info**. JBlend will search for updates for the selected MIDlet or MIDlet suite where it was installed from before.

To remove a MIDlet or MIDlet suite
Before you uninstall a MIDlet, make sure that it is not running.

1. On the JBlend screen, tap and hold the MIDlet and then tap **Delete**, or tap **Menu > Application > Delete**.

2. Tap **Yes** to confirm.

Note   To uninstall all MIDlets and folders from the current folder, tap **Menu > Application > Delete All**.

12.5 Microsoft® Office Mobile

Microsoft® Office Mobile consists of the following applications:

- **Microsoft® Office Excel® Mobile** lets you create and edit Excel workbooks and templates on your device.
- **Microsoft® Office OneNote® Mobile** lets you create notes with text, photos, and voice recordings for synchronization later with Microsoft® Office OneNote® 2007 on your computer.
- **Microsoft® Office PowerPoint® Mobile** allows you to view (not create) slide show presentations in ***.ppt** and ***.pps** formats.
- **Microsoft® Office Word Mobile** lets you create and edit documents and templates in Word Mobile and save them as ***.doc**, ***.rtf**, ***.txt**, and ***.dot** files.

To use Microsoft Office Mobile

1. Tap **Start > Office Mobile**.
2. Tap the Office Mobile application that you want to use.

Word Mobile and Excel Mobile do not fully support some features of Microsoft® Office Word and Microsoft® Office Excel®. To see a complete list of features that are not supported in Word Mobile and Excel Mobile, see Help on your device.

Tips
- By default, Word Mobile saves documents in **.docx** format, while Excel Mobile saves workbooks in **.xlsx** format. If you want to open these types of files on a computer that uses Microsoft Office 2000, Office XP, or Office 2003, you need to download and install the **File Format Converter** in your computer. Download the File Format Converter at http://www.microsoft.com/downloads/.
- If you want Word Mobile to save documents in **.doc** format, tap **Menu > Tools > Options** (or **Menu > Options** when no document is opened), then change the **Default template** to **Word 97-2003 Document (.doc)**.
- If you want Excel Mobile to save workbooks in a format that is compatible with Microsoft Office 2000, Office XP, or Office 2003, tap **Menu > Options** (with no workbook opened), then change the **Template for new workbook** to **Blank 97-2003 Workbook**.

12.6 SIM Manager

SIM Manager allows you to view the contents of your SIM card, transfer contacts from your SIM card to your device or vice versa, and make a call to a SIM contact.

To create a contact on your SIM card

1. Tap **Start > Programs > SIM Manager**.

2. Tap **New** and enter a contact name and phone number.

3. Tap **Save**.

Tip To change contact information on your SIM card, tap a SIM contact, edit the information, and then tap **Save**.

To copy SIM contacts to your device

If you have saved contacts on your SIM card, you can copy them into Contacts on your device.

1. On the SIM Manager screen, select the desired contact, or select all SIM contacts by tapping **Menu > Select All**.

2. Tap **Menu > Save to Contacts**.

To copy contacts to the SIM card

Only one phone number per contact name can be stored on a SIM card. When you copy a contact that has several phone numbers to your SIM card, SIM Manager separately saves each number by appending an indicator at the end of each name.

By default, /M, /W and /H are appended to indicate mobile, work and home phone numbers respectively. You can edit this indicator first before you start copying contacts to your SIM card. Indicators of the other types of phone numbers are left empty for you to define.

1. On the SIM Manager screen, tap **Menu > Tools > Options**.

2. Select the check boxes of the types of phone numbers that you want to be added to the SIM card.

   Note The **Mark** column shows the indicator that will be appended to the SIM contact names for each phone number type.

3. To change the indicator, select a phone type, tap **Edit**, enter your indicator, then tap **Save**.

4. Tap **OK**.

5. Tap **Menu > Contacts to SIM**.

6. Select the check boxes of the contact's phone numbers that you want to copy to your SIM card, then tap **Save**.
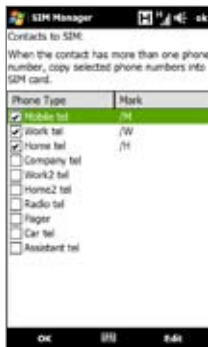
12.7 Voice Recorder

Voice Recorder lets you create voice recordings and send it as an MMS or e-mail attachment, beam it via Bluetooth, or set it as your ring tone.

Note Voice Recorder saves recordings in AMR-NB (Adaptive Multi-Rate Narrowband) format.

To crete and play a voice recording

1. Tap **Start > Programs > Voice Recorder**.

2. Hold the device's microphone close to the sound source.

3. Touch **Record** or ● to start recording. Tap **Stop** or ■ to end the recording.

4. Touch the voice recording on the screen to play it.

To select or create a folder where to save voice recordings
By default, all recordings are saved in the **My Voices** folder of the device. You can choose another folder or create a new folder to save your voice recordings.

Note If a storage card is installed before you open Voice Recorder, the recordings are saved in the **My Voices** folder on the storage card by default.

1. Tap the arrow beside the folder name on the top-left of the screen.
2. In the menu that opens, choose an existing folder or touch **Add/Delete** to create a new folder.

To send a voice recording through MMS
Tap and hold a voice recording, and then tap **Send via MMS**. A new MMS message is then created with the voice recording automatically inserted as an audio clip. See "MMS" in Chapter 6 for details.

To send a voice recording via e-mail
Tap and hold a voice recording, tap **Send**, and then select an e-mail account. A new e-mail is created with the voice recording inserted as a file attachment. See "E-mail" in Chapter 6 for details.

To beam a voice recording via Bluetooth
1. Tap and hold the voice recording you want to beam, then tap **Beam File**.
   Tip To select multiple recordings, tap and drag over the desired recordings or tap **Menu > Select All**.
2. Tap the device you want to send the voice recording to.
3. On the other device, accept the file transfer to receive the file.

To set a voice recording as ring tone
Tap and hold the voice recording, then tap **Set as Ringtone**.

To rename or move a recording
1. Tap and hold the voice recording, then tap **Rename/Move**.

Tip   To select multiple recordings, tap and drag over the desired recordings or tap
Menu > Select All. Note that you can move multiple files, but you cannot
rename multiple files simultaneously.

2. In **Name**, enter the new voice recording name.

3. To move the voice recording, select the new destination **Folder** and
Location. Tap **OK**.

Chapter 13

Managing Your Device

13.1 Copying and Managing Files

Copy files between your device and computer, or copy files to a storage card installed on your device. You can also efficiently manage your files and folders using File Explorer.

To copy files using Windows Mobile Device Center or ActiveSync

1. Connect your device to the computer.

2. Click **File Management > Browse the contents of your device** in Windows Mobile Device Center on your computer, or click **Explore** in ActiveSync on your computer. This opens Windows Explorer on your computer and displays the contents of your device.

3. To copy a file from your device to your computer:

a. Browse the contents of your device, right-click the file you want to copy, then click **Copy**.

b. Right-click a folder on your computer, then click **Paste**.

4. To copy a file from your computer to your device:

a. Browse the folders on your computer, right-click the file you want to copy, then click **Copy**.

b. Right-click a folder on your device, then click **Paste**.

To manage files on your device using File Explorer
File Explorer lets you browse and manage the contents of your device. The root folder on the device is named **My Device**, and contains the following folders: My Documents, Program Files, Windows, and more.

1. Tap **Start > Programs > File Explorer**.
2. Tap a folder or file to open it.
3. To return to an upper level folder, tap **Up** and select the folder.
4. To quickly delete, rename, or copy a file, tap and hold the file, then choose the desired operation on the shortcut menu. To copy or delete multiple files, tap and drag over the desired files to select, tap and hold the selection, then choose the desired operation on the shortcut menu.

To copy files to a storage card
1. Make sure that the storage card is properly installed on your device.
2. Connect the device to your computer using the USB cable, select **Disk Drive** on the Connect to PC screen, then tap **Done**.
3. On your computer, navigate to the removable disk drive, then start copying files to the storage card.
4. When finished, disconnect the device and your computer.

13.2 Settings on your Device

You can adjust the device settings to suit the way you work. To see all available settings, slide to the **Settings** tab on the Home screen and tap **All Settings**.

Personal tab

Icon	Description
	Buttons Assign a program or function to a hardware button or set the function you want to execute (for instance, lock the device) when you press and hold the END button.
	Input Set options for each of the input methods.
	Lock Set a password for your device.
	Menus Set which programs will appear in the Start menu.
	Owner Information Enter your personal information on your device.
	Phone Customize phone settings such as ring tone, or set a PIN number for your SIM card.
	Sounds & Notifications Enable sounds for events, notifications, and more, and set the type of notification for different events.
	Today Customize the appearance and the information to be displayed on the Home screen.

System tab

Icon	Description
	About This is where you can see basic information such as the Windows Mobile® version and type of processor used on your device. You can also specify a name for your device.
	Certificates See information about certificates that are installed on your device.
	Clear Storage Reset your device to factory default settings.
	Clock & Alarms Set the device clock to the date and time of your locale or to a visiting time zone when you're traveling. Alarms can also be set at specified days and times of a week.
	Customer Feedback Set your device to automatically send information about how you use Windows Mobile. By default, this option is disabled.
	Device Information See information about the firmware version, hardware, identity, and the duration of calls made on your device.
	Encryption Encrypt files on your storage card. Encrypted files will only be readable on your device.
	Error Reporting Enable or disable the device's error reporting function. When this function is enabled and a program error occurs, technical data about the state of the program and your computer will be logged in a text file and delivered to Microsoft's technical support if you choose to send it.
	External GPS Set the appropriate GPS communication ports, if required. You may need to do this when there are programs on your device that access GPS data or you have connected a GPS receiver to your device. See Help for details.
	G-Sensor Recalibrate the G-Sensor of the device. Use this function when auto-rotate is not working properly.

Icon	Description
	Managed Programs Displays the programs that were installed on your device using System Center Mobile Device Manager.
	Memory Check the device memory allocation status and storage card information.
	Microphone AGC Automatically adjust the volume to be the same level all throughout when you are recording your voice or when you are playing back video.
	Power Check the remaining battery power. You can also set the brightness of the backlight and timeout for turning off the display (switching device to Sleep mode) to conserve battery power.
	Regional Settings Set the regional configuration to use, including the format for displaying numbers, currency, date, and time on your device.
	Remove Programs Remove programs that you installed on your device.
	Screen Recalibrate the screen, apply ClearType, and change the screen text size.
	Task Manager Stop running programs and set the ( ) button to end programs immediately when you tap the button. For more information, see "Using Task Manager" in this chapter.
	TouchFLO Enable or mute the finger scrolling and panning sound, enable or disable the large Start menu, and set the device to vibrate when you tap the TouchFLO 3D tabs, the YouTube™ function buttons, and links in Opera Browser.
	Windows Update Link to Microsoft's web site and update Windows Mobile® on your device with the latest security patches or fixes, if they are available.

Connections tab

Icon	Description
	Advanced Network Turn HSPA on/off, set the GPRS authentication method, and set the line type to use when making circuit switch data (CSD) connection. HSPA is a 3.5G digital data service that provides high-speed downstream/upstream data rates. Check with your wireless service provider if HSPA is supported in your area.
	Beam Set your device to receive incoming Bluetooth beams.
	Bluetooth Turn Bluetooth on, set your device to visible mode, and scan for other Bluetooth devices.
	Comm Manager Manage your device's connections (including GPRS/3G, Wi-Fi, and Bluetooth) or turn the phone function on or off.
	Connection Setup Configure your device's data connections, such as GPRS, and WAP, based on the detected or selected network operator. See "Using Connection Setup" in this chapter for details.
	Connections Set up one or more types of modem connections for your device, such as phone dial-up, GPRS, and more, so that your device can connect to the Internet or a private local network.
	Domain Enroll Enroll your device in your company's domain to let System Center Mobile Device Manager to manage the device. Please ask your Server Administrator for more details.
	USB to PC Set the type of USB connection to your PC. Select the ActiveSync option for synchronizing data, or use Disk Drive mode for transferring files.
	Wi-Fi Turn the Wi-Fi function on or off, scan for available wireless networks, see information about the active wireless network, and customize Wi-Fi settings.

13.3 Changing Basic Settings

Display settings

To adjust the screen brightness

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **System** tab, tap **Power > Backlight** tab.

3. Adjust the brightness by dragging the slider under **On battery power** and **On external power**.

Tip   Select **Auto adjust backlight** to automatically adjust the backlight brightness according to the ambient lighting.

To set the backlight to dim after a time delay

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **System** tab, tap **Power > Advanced** tab.

3. In **On battery power** and **On external power**, select the **Turn off backlight if device is not used for** check box, then specify the time delay.

To increase or decrease the size of text on the screen

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **System** tab, tap **Screen > Text Size** tab.

3. Move the slider to increase or decrease the text size.

Device name

The device name is used to identify your device when synchronizing with a computer, connecting to a network, or restoring information from a backup.

Note   If you synchronize multiple devices with the same computer, each device must have a unique name.

To change the device name

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **System** tab, tap **About > Device ID** tab.

3. Enter the device name.

Notes • The device name must begin with a letter, consist of letters from **A** to **Z**, numbers from **0** to **9**, and cannot contain spaces. Use the underscore character to separate words.

• If you enroll your device to your company's domain, the device name will be changed to be the same as the one used to enroll the device.

Ringer settings

To change the ring type and ring tone

1. On the Home screen, slide to the **Settings** tab and then tap **Sound**.

2. Scroll down and then tap **Ring Type**. Select the Ring Type you want to use and then tap **Done**.

3. Tap **Ringtone** and then select the ringtone you want to use.

4. Tap **Done**.

Tips • You can use ***.wav**, ***.mid**, ***.mp3**, ***.wma**, or other types of sound files that you downloaded from the Internet or copied from your computer as ring tones. For a complete list of supported audio file formats for ring tones, see "Specifications" in the Appendix.

• To use your sound files as ring tones, copy them first to the **/My Documents/My Ringtones** folder on your device, then select the sound from the **Ring tone** list of your device. For more information about copying files, see "Copying and Managing Files" in this chapter.

To choose how to be notified about events or actions

1. On the Home screen, slide to the **Settings** tab and then tap **Sound > Advanced**.

2. On the **Sounds** tab, choose how you want to be notified by selecting the appropriate check boxes.

3. On the **Notifications** tab, in **Event**, tap an event name and choose how you want to be notified by selecting the appropriate check boxes. You can choose from several options, such as a special sound, a message, a flashing light, or vibrate.

   Tip Turning off sounds and flashing light notifications helps conserve battery power.

Phone services

You can change the settings of various phone services for your device. Phone services may include Call Forwarding, Call Waiting, Voicemail, and more. Contact your wireless service provider to find out about the availability of phone services for your device.

To access and change settings of phone services

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **Personal** tab, tap **Phone > Services** tab.

3. Select the service you want to use, and then tap **Get Settings**.

4. Choose your desired options, and then tap **OK**.

For more information about customizing settings of phone services, see Help on your device.

13.4 **Using Connection Setup**

After you insert a new SIM card and power on your device, you can use **Connection Setup** to automatically configure your device's data connections, such as 3G/GPRS and WAP.

Note   For details on how to automatically configure the data connections, see "Importing SIM contacts and auto configuring data connection settings" in Chapter 1.

To manually select the network operator to use for data connections
You can manually select your network operator and allow Connection Setup to reconfigure your device's data connections settings based on the selected operator.

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.
2. On the **Connections** tab, tap **Connection Setup**.
3. Select the network **Country** and **Operator** you want to use, then tap **OK**.

   Note   If you choose a country and/or operator that is different from the installed SIM card network operator, you may not be able to access network services.

4. When prompted to confirm whether you want to configure the data connection settings, tap **Yes**.
5. After the Connection Setup completes the configuration, tap **Restart**.

12.6 **Using Comm Manager**

Comm Manager lets you easily turn on and off the communication features of your device such as the phone, Bluetooth, Wi-Fi, and data connection.

To access the Comm Manager
On the TouchFLO 3D Home screen, slide to the **Settings** tab and then touch **Communications**.

1 Switch Airplane Mode on or off. See "Turning the Phone Function On and Off" in Chapter 2.	**7** Switch the phone on or off. See "Turning the Phone Function On and Off" in Chapter 2.
2 Access the phone settings and change the PIN codes, configure phone services, and more.	**8** Switch Bluetooth on or off. See Chapter 9 for details.
3 Connect a Bluetooth hands-free or stereo headset. See Chapter 9 for details.	**9** Switch Wi-Fi on or off. See Chapter 8 for details.
4 Connect to a wireless network. See Chapter 8 for details.	**10** Switch between automatically receiving (as items arrive) or manually retrieving Outlook e-mails. See Chapter 7 for details.
5 Open ActiveSync and adjust the push e-mail settings. See Chapter 7 for details.	**11** Connect or disconnect active data connections (3G/GPRS, for example).
6 Open Connections and add a new data connection or select the data connection to use.	**12** Adjust the phone, Bluetooth, and Wi-Fi settings.

13.5 Using Task Manager

Task Manager lets you view and stop running programs, configure the ![button] button, and enable the Quick Menu on the Home screen.

To open Task Manager
Tap the **Quick Menu** button on the top right corner of the Home screen to open the Quick Menu, then tap ![icon].

To configure the Exit (![icon]) button
By default, running programs are shut down when you tap and hold the **Exit** button.

1. On the Task Manager screen, tap the **Button** tab.

   Note When you clear **Enable the "X" button to end running programs**, tapping the Exit button will only close a program screen. The program is not ended and continues to run in the background.

2. Choose the action for shutting down programs (by tapping the ![icon] button, or by tapping and holding the ![icon] button).

3. Tap **OK**.

To switch back to a running program
On the Task Manager screen, tap and hold the program name on the **Running** tab, then tap **Activate**.

To close running programs from the Task Manager
1. On the Task Manager screen, tap the **Running** tab.

2. Select the programs that you want to close, then tap **Stop Selected**, or tap **Stop All** to close all programs in the list.

Tip • Tap **Menu > Stop All but Selected** to close all programs except those which you selected.

  • You can also close running programs from the Quick Menu on the Home screen. See "Quick Menu" in Chapter 1 for details.

To add a running program to the exclusive list
If you add a running program to the **Exclusive Programs List**, it will not be closed when you tap **Stop Selected** or **Stop All** and will not be listed in the Quick Menu on the Home Screen.

1. On the Task Manager screen, tap the **Running** tab.

2. Tap and hold the program name, then tap **Add Exclusive**.

Tip   To remove a program from the exclusive list, tap the **Exclusive** tab, select the check box of the program, then tap **Remove**.

13.6 Protecting Your Device

Protect your SIM card with a PIN
You can protect your SIM card with a PIN (personal identification number). The default SIM card PIN is provided by your wireless service provider.

To enable the SIM card PIN

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **Personal** tab, tap **Phone > PIN/PIN2** tab.

3. Select the **Require PIN when phone is used** check box.

4. Enter the PIN and then tap **OK**. To change the PIN, tap **Change PIN**.

Tip   Emergency calls can be placed at any time, without requiring a PIN.

Protect your device with a password
You can help keep your data more secure by requiring a password every time the device is turned on.

To set a device password

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **Personal** tab, tap **Lock**.

3. Select the **Prompt if device unused for** check box, then specify the idle time before the device requires a password.

4. In the **Password type** box, select the type of password you would like to use.

   Tip If your device is configured to connect to a network, use an alphanumeric password for increased security.

5. Enter the password in both the **Password** and **Confirm** boxes.

6. Tap **OK**. The next time the device is turned on, you will be prompted to enter your password.

Notes • To ensure that you can always make emergency calls, do not begin your password with the digits of your local emergency number.

   • If you entered a hint, the hint will be displayed after the wrong password is entered five times.

   • Each time a wrong password is entered, the device response time gets longer until the device appears to be not responding.

   • If you forget your password, you can hard reset or clear the device memory. For more information about hard resetting the device and clearing the memory, see "Resetting Your Device".

Encrypt files on your storage card

You can set your device to encrypt files as they are saved on the storage card.

1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

2. On the **System** tab, tap **Encryption**.

3. Select **Encrypt files when placed on a storage card**.

Notes • Encrypted files can only be read on the device that encrypted them.

   • Encrypted files are opened just like other files, provided you are using the device that encrypted them. There is no separate step for you to take to read these files.

Important If **Encrypt files when placed on a storage card** is enabled, backup all files from the storage card **before** using Clear Storage, hard reset, or updating the operating system. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

13.7 Managing Memory

To see the available device memory
1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.
2. On the **System** tab, tap **Memory** > **Main** tab. The amount of memory allocated to data storage versus program storage is displayed, as well as the amount of memory in use versus the available memory.

To see the available storage card space
1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.
2. On the **System** tab, tap **Memory > Storage Card** tab.

13.8 Resetting Your Device

Soft reset
Perform a soft (normal) reset to clear all active program memory and shut down all active programs. This is useful when your device is running slower than normal, or a program is not performing properly. If a soft reset is performed when programs are running, unsaved work will be lost.

To perform a soft reset

1. Pull out the stylus, then remove the back cover.

2. Use the stylus tip to press the RESET button (red) located at the opening of the stylus bay.

   Your device restarts and displays the Home screen.

Hard reset

If a normal reset does not solve a system problem, you can perform a hard (full) reset. After a hard reset, the device is restored to its default settings—the way it was when you first purchased it and turned it on. Any programs you installed, data you entered, and settings you customized on your device will be lost, and only Windows Mobile® software and other pre-installed programs will remain.

Warning!   Your device will be set back to factory default settings. Make sure that any additional installed programs and/or user data have been backed up before you perform a hard reset.

Important If **Encrypt files when placed on a storage card** is enabled, backup all files from the storage card **before** using Clear Storage, hard reset, or updating the operating system. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

To perform a hard reset

1. With the device turned off, press and hold the VOLUME UP and VOLUME DOWN buttons, then briefly press the POWER button.

2. Continue pressing the VOLUME UP and VOLUME DOWN buttons until you see this message on the screen:

```
This operation will delete
all your personal data,
and reset all settings to
the manufacturer default
settings. Press VolUp
to restore manufacturer
defaults, or press other
keys to cancel.
```

  3. Release the VOLUME UP and VOLUME DOWN buttons.

  4. Press the VOLUME UP button to perform the hard reset, or press any other button to cancel the reset.

Clear Storage

You can also use Clear Storage to reset your device back to factory default settings.

  1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

  2. On the **System** tab, tap **Clear Storage**.

  3. Enter "**1234**" and then tap **Yes**.

13.9 Windows Update

Update Windows Mobile® with the latest security patches and fixes from Microsoft, if these are available.

To set up Windows Update

The first time you run Windows Update, you need to set up how you want Windows Update to check for updates.

  1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

  2. On the **System** tab, tap **Windows Update**.

  3. On the Update Setup screen, tap **Next**.

    4. Choose how you want to check for updates, then tap **Next**.

> **Note**   If you select **Automatic**, you will be asked if you want to use your current data plan to check for updates. Select or clear the **Use my data plan to check for and download updates** check box and tap **Next**.

    5. Tap **Finish**.

To check for updates

    1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

    2. On the **System** tab, tap **Windows Update**.

    3. Tap **Check Now**.

To change Windows Update options

    1. On the Home screen, slide to the **Settings** tab and then tap **All Settings**.

    2. On the **System** tab, tap **Windows Update**.

    3. Tap **Menu** and tap **Connections** to change how the device connects to the Internet when checking for updates, or tap **Change Schedule** to change how Windows Update checks for Windows Mobile® updates**.**

Appendix

A.1 Regulatory Notices

Regulatory Agency Identifications

For regulatory identification purposes, your product is assigned a model number of **RHOD100**.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your **RHOD100**.

The Battery Pack has been assigned a model number of **RHOD160**.

Note   This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

European Union Notice

Products with CE marking comply with the R&TTE Directive (99/5/EC), the EMC Directive (2004/108/EC), and the Low Voltage Directive (2006/95/EC) issued by the Commission of the European Community.

Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards).

- **EN 60950-1 (IEC 60950-1)**
  Safety of Information Technology Equipment.

- **ETSI EN 300 328**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Wideband Transmission systems; data transmission equipment operating in the 2.4 GHz ISM band and using spread spectrum modulation techniques.

- **EN 300 440-1**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Short range devices; Radio equipment to be used in the 1 GHz to 40 GHz frequency range; Part 1: Technical characteristics and test methods.

- **EN 300 440-2**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Short range devices; Radio equipment to be used in the 1 GHz to 40 GHz frequency range; Part 2: Harmonized EN under Article 3(2) of the R&TTE Directive.

- **EN 301 489-24**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 24: Specific conditions for IMT-2000 CDMA direct spread (UTRA) for mobile and portable (UE) radio and ancillary equipment.

- **EN 301 489-3**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 3: Specific conditions for Short-Range Devices (SRD) operating on frequencies between 9 kHz and 40 GHz.

- **ETSI EN 301 511**
  Global system for mobile communications (GSM); Harmonized EN for mobile stations in the GSM 900 and GSM 1800 bands, covering essential requirements of article 3.2 of the R&TTE directive (1995/5/EC).

- **ETSI EN 301 489-1**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Electromagnetic Compatibility (EMC) standard for radio equipment and services; Part 1: Common technical requirements.

- **ETSI EN 301 489-7**
  Electromagnetic compatibility and Radio spectrum Matters (ERM);
  Electromagnetic Compatibility (EMC) standard for radio equipment and
  services; Part 7: Specific conditions for mobile and portable radio and
  ancillary equipment of digital cellular radio telecommunications systems
  (GSM and DCS).

- **ETSI EN 301 489-17**
  Electromagnetic compatibility and Radio spectrum Matters (ERM);
  Electromagnetic Compatibility (EMC) standard for radio equipment and
  services; Part 17: Specific conditions for 2.4 GHz wideband transmission
  systems.

- **ETSI EN 301 908-1 & -2**
  Electromagnetic compatibility and Radio spectrum Matters (ERM); Base
  Stations (BS), Repeaters and User Equipment (UE) for IMT-2000 Third
  Generation cellular networks; Part 1: Harmonized EN for IMT-2000,
  introduction and common requirements, covering essential requirements of
  article 3.2 of the R&TTE Directive.

- **EN 50360 / IEC62209-2**
  Product standard to demonstrate the compliance of mobile phones with the
  basic restrictions related to human exposure to electromagnetic fields (300
  MHz ~ 3 GHz).

- **EN 50392**
  Generic standard to demonstrate the compliance of low power electronic and
  electrical apparatus with the basic restrictions related to human exposure to
  electromagnetic fields (10 MHz - 300 GHz) - General public.

$$CE \, 0560 \, \textcircled{!}$$

This equipment may be operated in:							
AT	BE	BG	CH	CY	CZ	DE	DK
EE	ES	FI	FR	GB	GR	HU	IE
IT	IS	LI	LT	LU	LV	MT	NL
NO	PL	PT	RO	SE	SI	SK	TR

Federal Communications Commission Notice

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harm-ful interference to radio or TV reception, which can be determined by turning the equipment on and off, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio or television technician for help.

Modifications

The FCC requires the user to be notified that any changes or modifications made to the device that are not expressly approved by HTC Corporation may void the user's authority to operate the equipment.

Safety precautions for RF exposure

- 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.

Exposure to Radio Frequency (RF) Signals

Your device contains a radio transmitter and receiver. The radiated output power is far below the international radio frequency exposure limits. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage.

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.

Your device has an internal antenna. 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.

Tests for SAR are conducted using standard operating positions specified by the FCC with the phone transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the phone while operation can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output. Before a phone model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. This phone has been tested and meets the FCC RF exposure guidelines when used with an accessory that contains no metal and that positions the handset a minimum of 1.5 cm from the body. For body worn operation, to maintain compliance with FCC RF exposure guidelines, use only HTC Corporation approved accessories. When carrying the phone while it is on, use the HTC Corporation supplied or approved carrying case, holster, or other body-worn accessory. Use of non HTC Corporation approved accessories may violate FCC RF exposure guidelines and should be avoided.

SAR Information

0.819 mW/g@1g (FCC)

0.681 mW/g@10g (CE- Head)

1.87 mW/g@10g (CE- Body)

Telecommunications & Internet Association (TIA) Safety Information

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research. Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference. If you have any reason to suspect that interference is taking place, turn the phone OFF immediately.

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.

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are 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.

WEEE Notice

The Directive on Waste Electrical and Electronic Equipment (WEEE), which entered into force as European law on 13th February 2003, resulted in a major change in the treatment of electrical equipment at end-of-life.

The purpose of this Directive is, as a first priority, the prevention of WEEE, and in addition, to promote the reuse, recycling and other forms of recovery of such wastes so as to reduce disposal.

The WEEE logo (shown at the left) on the product or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserving natural resources. Moreover, proper recycling of the electronic and electrical waste equipment will ensure safety of human health and environment. For more information about electronic and electrical waste equipment disposal, recovery, and collection points, please contact your local city center, household waste disposal service, shop from where you purchased the equipment, or manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendments.

A.2 **Specifications**

Processor	Qualcomm® MSM7200A™, 528 MHz
Operating System	Windows Mobile® 6.1 Professional
Memory	ROM: 512 MB RAM: 288 MB
Dimensions (LxWxT)	116 X 59.2 X 17.25 mm (4.57 X 2.33 X 0.68 inches)
Weight	187.5 grams (6.61 ounces) with battery
Display	• 3.6-inch TFT-LCD touch-sensitive screen with 480 X 800 WVGA resolution • Adjustable tilt screen
Network	HSPA/WCDMA • Europe/Asia: 900/2100 MHz • Up to 2 Mbps up-link and 7.2 Mbps down-link speeds Quad-band GSM/GPRS/EDGE • 850/900/1800/1900 MHz (Band frequency, HSUPA availability, and data speed are operator dependent.)
Device Control	• TouchFLO™ 3D • Zoom bar
Keyboard	Slide-out 5-row QWERTY keyboard
GPS	Internal GPS antenna
Connectivity	• Bluetooth® 2.0 with Enhanced Data Rate and A2DP for wireless stereo headsets • Wi-Fi®: IEEE 802.11b/g • HTC ExtUSB™ (11-pin mini-USB 2.0, audio jack, and TV Out* in one)
Camera	Main camera: 3.2 megapixel color camera with auto focus Second camera: VGA CMOS color camera
Audio supported formats	AAC, AAC+, eAAC+, AMR-NB, AMR-WB, QCP, MP3, WMA, WAV, MIDI, M4A
Video supported formats	WMV, ASF, MP4, 3GP, 3G2, M4V, AVI

Battery	• Rechargeable Lithium-ion polymer battery
	• Capacity: 1500 mAh
	• Talk time: Up to 270 minutes for WCDMA
	Up to 419 minutes for GSM
	• Standby time: Up to 454 hours for WCDMA
	Up to 348 hours for GSM
	• Video call time: Up to 150 minutes
	(The above are subject to network and phone usage.)
Expansion Slot	microSD™ memory card (SD 2.0 compatible)
AC Adapter	Voltage range/frequency: 100 - 240V AC, 50/60 Hz
	DC output: 5V and 1A
Special Features	FM Radio, G-Sensor

* HTC TV Out cable needed.