PDA Phone
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 OPEN OR TAMPER WITH THE DEVICE'S OUTER CASING.

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

  - 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.

- Only use the battery with a charging system that has been qualified with the system per this standard, IEEE-Std-1725-2006. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage or other hazard.

- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725-2006. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.

- Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspect damage, take it to a service centre for inspection.

- 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.

- Communicate the appropriate steps immediately in case a hazard occurs.

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 S168.

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.
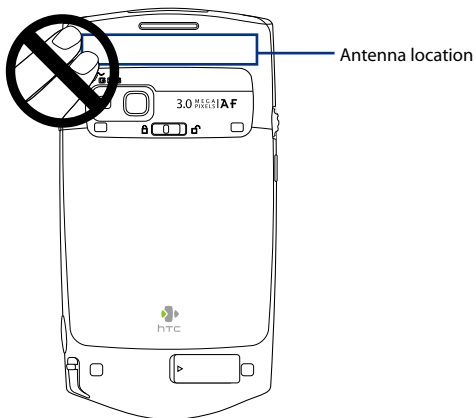
NONIONIZING RADIATION

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. 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.

Antenna location

General Precautions

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

- **Damage requiring service**
  Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:
  - Liquid has been spilled or an object has fallen into the product.
  - The product has been exposed to rain or water.
  - The product has been dropped or damaged.
  - There are noticeable signs of overheating.
  - The product does not operate normally when you follow the operating instructions.

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

- **Avoid wet areas**
  Never use the product in a wet location.

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

  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.

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Chapter 1

Getting Started

1.1 Getting to Know Your PDA Phone and Accessories

Left panel

OK button
Press to confirm your data entries, to exit the program in use, or to open the Start menu from the Today screen.

Jog Wheel
• Scroll up or down to navigate through menus, program instructions; press the wheel to carry out a selection.
• During a call or when playing music, scroll up or down to adjust the sound volume.
• When receiving an incoming call, scroll down to disable the audio notification.
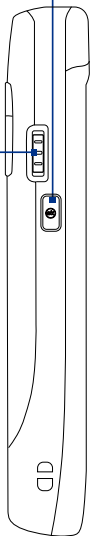
Right panel

POWER
Press and hold for about 3 seconds to turn the device on or off. Press briefly to turn off the display temporarily. For more information, see "Starting Up" in this chapter.

COMM MANAGER
Press to launch Comm Manager. See Chapter 10 for details.

SD Card Slot
Pry open the rubber cover to access the SD card slot. See "Installing a Storage Card" for details.

CAMERA
Press to launch the Camera. See Chapter 12 for details.

Stylus
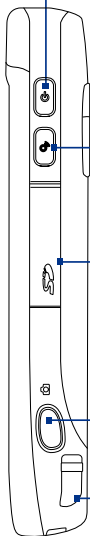
Top panel

SD Card Slot
Pry open the rubber cover to access the SD card slot. See "Installing a Storage Card" for details.

Front panel

Notification LEDs
* See description below.

MESSAGING
Press to open Messaging. See Chapter 7 for details.

INTERNET EXPLORER
Press to open Internet Explorer. See Chapter 10 for details.

Earpiece
Listen to a phone call from here.

Touch Screen

Left/Right SOFT KEYs

TALK
Press to answer an incoming call or dial a number.

END
Press to end a call or to return to the Today screen.

OK
See **OK button**.

START MENU

NAVIGATION Control/ENTER
Press this multi-directional control up, down, left, or right to move through menus and program instructions; carry out the selection by pressing the center button.

Fingerprint Sensor
Swipe your finger(s) for fingerprint authentication before accessing device data.

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* Left LED: Shows Green and Amber lights for HSDPA/WCDMA/EDGE/GSM/GPRS standby, message, and network status as well as for notification and battery charging status. Shows a flashing red light when the battery level reaches 5% or lower.

Right LED: Shows a flashing Blue light for Bluetooth system notification of powered-up and ready to transmit Bluetooth signal, or a flashing Green light for Wi-Fi status. When both Bluetooth and Wi-Fi are enabled, their lights flash alternately. Shows Amber light for GPS status.

Back panel

GPS Antenna Connector
Peel off the rubber cap and connect an external GPS antenna for better GPS signal reception.

Note Use only the external GPS antenna having model number as **GA S120**.

Back Cover
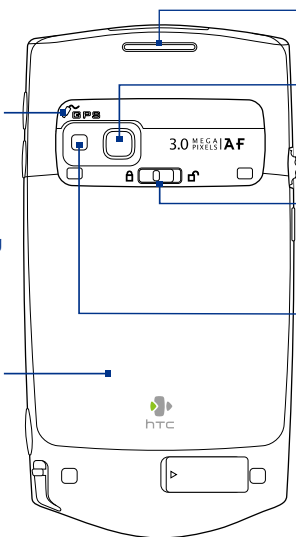
Speaker

3 Megapixel Autofocus Camera
See Chapter 12 for details.

3.0 MEGA PIXELS | A F

Back Cover Latch
Slide this latch to release the back cover.

Flash Light
Use the flash light to shoot photos/video clips under poor lighting conditions.

htc

Bottom panel

RESET
Press the RESET button with the stylus, to soft-reset your device.
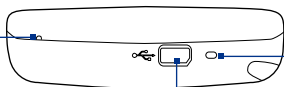
Microphone

Sync Connector/Earphone Jack
Connect the supplied USB cable to synchronize information or plug in the AC adapter to recharge the battery. You can also connect the supplied USB stereo headset for hands-free conversation or for listening to audio media.

Accessories
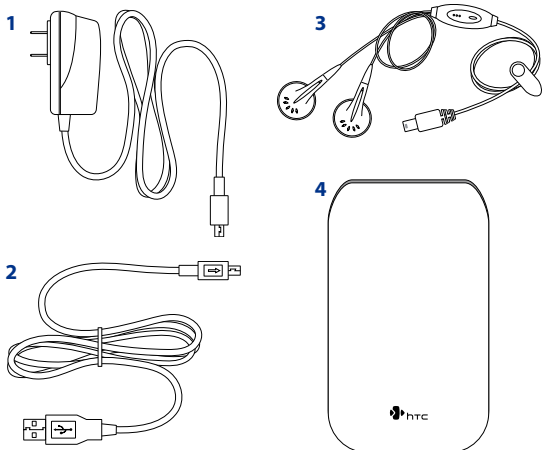
No.	Accessory	Function
1	**AC adapter**	Recharges the battery.
2	**USB Sync cable**	Connects your device to a PC and synchronizes data.
3	**Stereo headset**	Press the Send/End button to pick up a call or put a call on hold; press and hold the button to end the call.
4	**Pouch**	Acts as a protective carrying case for your device.

1.2 Installing the SIM Card and Battery

Always turn off your device before installing/replacing the SIM card and battery. The SIM card contains your phone number, service details, and phonebook/message memory. Your device supports both 1.8V and 3V SIM cards. Some legacy SIM cards will not function with your device. You should consult with your service provider for a replacement SIM card. There may be fees for this service.

Your device contains a rechargeable Li-ion polymer battery. It is designed to use only manufacturer-specified original batteries and accessories. Battery performance depends on many factors, including network configuration, signal strength, the temperature of the environment in which you operate your device, the features and/or settings you select and use, items attached to connecting ports, and your voice, data, and other program usage patterns.

Battery life estimates (approximations):

- Standby time: Up to **460** hours for WCDMA
             Up to **407** hours for GSM

- Talk time: Up to **284** minutes for WCDMA
          Up to **464** minutes for GSM

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 60ºC (140ºF).

- Replace only with the battery pack designated for this product.

- Recycle or dispose of used battery as stipulated by local regulation.

Important   Before opening the SIM card door, make sure you turn off the device first. Opening the SIM card door while the device is turned on may damage the device.

To install the SIM card

1. Make sure your device is turned off.

2. Slide and hold the back cover latch to the unlock position (🔓) to release the back cover, then remove the back cover by lifting it up from the top end.

3. If you have installed the battery, remove it by lifting it up from its top end (see "To remove the battery" later in this chapter).
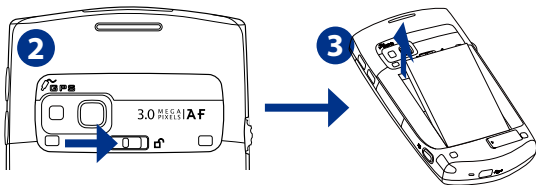
4. Press and slide the SIM card holder towards right to unlock, and then lightly lift it open.

5. Insert the SIM card into the holder with its gold contacts facing down and its cut-off corner facing toward outside of the slot.

6. Move the SIM card holder down, and then press gently to close and lock it in place.
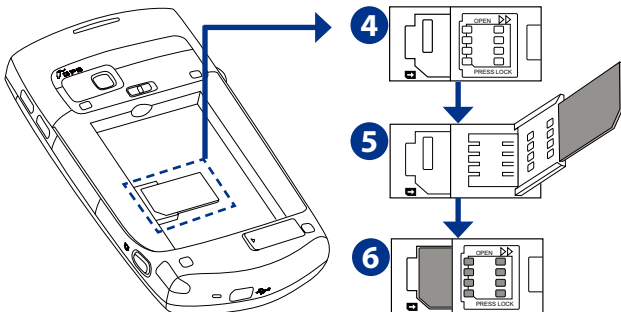
Tip An illustration of the correct SIM card orientation is etched on the SIM card door.

To remove the SIM card
Press and slide the SIM card holder towards right to unlock it, and lightly flip it open. Then gently take the SIM card out from the SIM card holder.

To install the battery
Install the battery by inserting it with its exposed copper part aligned with the protruding copper conductor on the bottom left side of the battery compartment. Insert the bottom part of the battery first, then gently push the battery into place.

Copper conductor
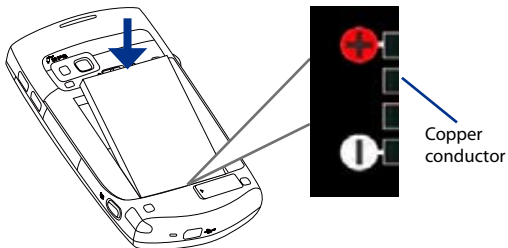
After you have installed the battery, replace the back cover by inserting the bottom part first and then gently pressing its upper part. The back cover latch clicks back to the lock position (🔒).

To remove the battery
   1. Make sure your device is turned off.
   2. Release and remove the back cover (see "To install the SIM card" section).
   3. To remove the battery, lift it up from its top end using the groove on the battery compartment (see "To install the SIM card" section).

1.3 Installing a Storage Card

Your device comes with two storage card slots: one is at the top, while the other one is at the right side of the device. To have additional storage for your images, videos, music, and data files, you can purchase SD™ memory cards and install them in these slots.

To insert an SD card
   1. Pry open the rubber that covers the storage card slot.

SD card slot
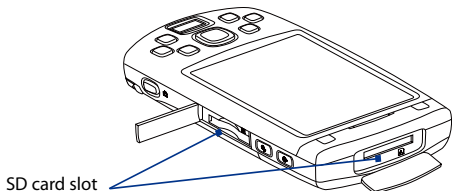
   2. Insert the SD card into the slot with the gold contacts facing down.
   3. Replace the rubber cover.

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

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.

Turn your device on and off

To turn on the power
Press and hold the POWER button for a few seconds.

When you turn on your device for the first time, a Quick Setup Wizard will guide you through the calibration process and the setup of regional settings, date and time, and password. For more information about touch screen calibration, see "Calibrate the device" later in this chapter.

To turn off the power
Press and hold the POWER button for a few seconds.

A message will then be displayed, prompting you whether or not to turn off the device completely.

Auto configure the data connection settings
The first time you power on your device, you will see a notification message from the **Connection Setup** on the Today screen.

The Connection Setup can automatically configure your device's data connections, such as GPRS, WAP, and MMS, for you so that you do not need to enter the settings manually onto your device.

To automatically configure data connection settings

1. When you see the notification message from the Connection Setup, tap **Yes**.

   Note If you do not see the notification message, tap 🌐 on the title bar to display the message.

2. If your SIM card supports multiple network operator profiles, a message will appear with network profile choices. Select the profile you want to use and tap **OK**.

3. Connection Setup then starts to configure your device's data connection settings.

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

For more information about the Connection Setup, see Chapter 10.

Charge 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. You can charge the battery in two ways:

• Charging the device's battery by connecting the power adapter.
• Connecting your device to a PC via the provided USB Sync cable.

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

Charging is indicated by a solid amber light on the left LED indicator. As the battery is being charged while the device's power is on, a charging icon (🔋) will be shown on the title bar of the Today screen. After the battery has been fully charged, the left LED becomes green and a full battery icon (🔋) appears on the Today screen's title bar.

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.

Calibrate the device

Calibrating the touch screen involves tapping the center of a cross with the stylus as the cross moves around the screen. This process ensures that when you tap the screen with your stylus, the tapped item is activated.

If your device does not accurately respond to screen taps, follow these steps to re-calibrate it:

1. Tap **Start > Settings > System** tab **> Screen**.
2. On the **General** tab, tap **Align Screen**, then follow the on-screen instructions to complete the calibration.

Manage screen settings

The device's display has the following orientation modes: **Portrait** and **Landscape**. To change the orientation, tap **Start > Settings > System** tab **> Screen**, and select the orientation you want.

Tip To quickly change the screen orientation, you can also tap the **Rotate Screen** icon in HTC Home's Launcher. See "HTC Home" later in this chapter for details.

To smooth the edges of screen fonts for many programs, on the **ClearType** tab, select the **Enable ClearType** check box.

To increase the readability or to see more content on the screen, on the **Text Size** tab, adjust the text size by moving the slider.

Switch your device to Sleep mode

Quickly pressing the POWER button turns off the display temporarily and switches 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 also automatically goes into Sleep mode when you leave the device idle after a certain amount of time.

To specify the timeout period before your device goes into Sleep mode
1. Tap **Start > Settings > System** tab **> Power > Advanced** tab.
2. Under **On battery power**, make sure the **Turn off device if not used for** check box is selected.
3. Select the battery timeout period, then tap **OK**.

You will still be able to receive messages and calls while your device is in Sleep mode. Pressing the POWER button again or new incoming calls/ messages will wake up your device.

1.5 The Today Screen

The Today screen displays important information, such as upcoming appointments and status indicators. You can tap a section on the screen to open the associated program.

Connection status
Signal strength
Notification
Adjust volume
Battery status
Open Start Menu
Open Quick Menu (See "Quick Menu" in this chapter for details)
HTC Home (See "HTC Home" in this chapter for details)
Your upcoming appointments
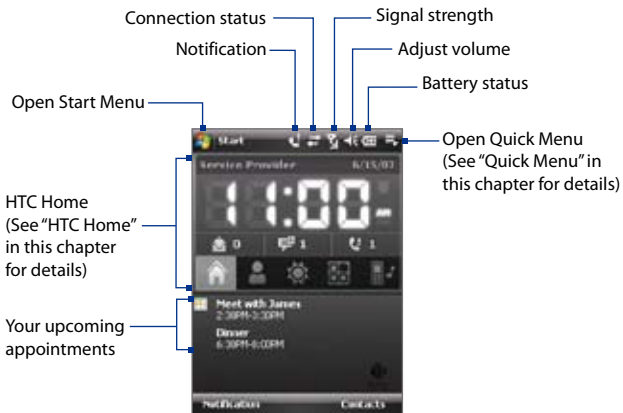
- To access the Today screen, tap **Start > Today**.
- To customize the Today screen display, including the background image, tap **Start > Settings > Personal** tab **> Today**.

For more information about customizing the Today screen, see Chapter 4.

1.6 The Start Menu

The Start menu, located at the top left corner of the Today screen, displays a list of programs. You can start a program by scrolling through the programs list and then pressing ENTER, or by tapping a program with the stylus.

Switch to the Today screen.

Open a program.
(The items displayed in the Start menu can be customized by tapping **Start > Settings > Personal** tab **> Menus**).

Open a recently-used program.

Access more programs.

View and change settings.

View Help information for the current screen.

1.7 Quick Menu

The Quick Menu, located at the top right corner of the Today screen, shows the currently running programs. You can quickly switch between running programs and stop programs when you do not need to use them.

Customize how programs are closed. (See "Task Manager" in Chapter 13.)

Tap this button to open the Quick Menu.

Shows the total program memory usage (in percentage). Tap to open Memory settings.

Stop all currently running programs.

• To switch to a running program, tap the program name.
• To stop running a program, tap ⊠.

1.8 HTC Home

HTC Home™ is a Today screen plug-in that gives you up-to-date local information at a glance, such as time, day and weather information, and shows new messages and missed calls.

HTC Home also has 3 other tabs that let you quickly access your frequently-called contacts, often-used or accessed programs or device settings, and ring tone settings.

HTC Home has five components: **Home**, **Favorite People**, **Weather**, **Launcher**, and **Sound**. At the bottom of HTC Home, there is a toolbar that allows you to switch between these components.

Home ────────────

HTC Home
Toolbar ────────

                    Favorite People   Weather   Launcher

                                                          ──── Sound
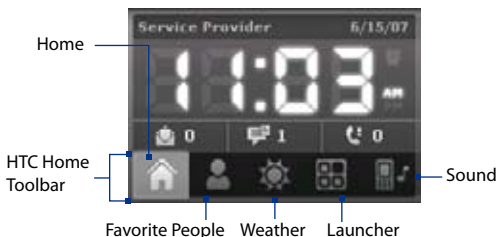
To switch between the different components of HTC Home
Do any of the following:

- Tap the tabs in the toolbar.
- Use the NAVIGATION Control. If the toolbar is not selected, press NAVIGATION up/down first to select the toolbar. Press NAVIGATION left/right to select a tab and then press ENTER.

Home

Home displays the current date and local time. When you have new incoming messages and calls, it shows you the number of new e-mails, SMS/MMS messages, and missed calls. If you have set up the alarm, it also shows the Alarm icon.

Time display.
Tap this display area
when you want to
change the date or time,
or to enable the alarm. ──────

                                                    ──── Current date
                                                    ──── Alarm icon

                                                    Number of missed calls.
                                                    Tap this icon to view the
                                                    Call History.

Number of new e-mails.
Tap this icon to view
your e-mails. ──────
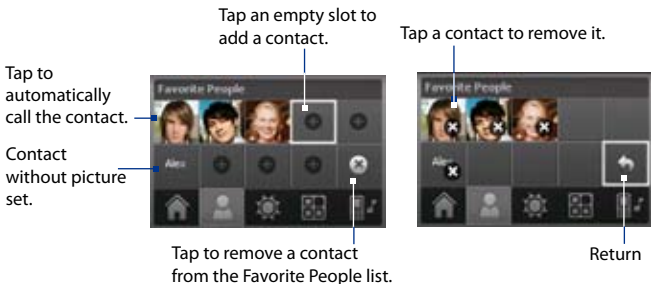
                    Number of new SMS/MMS messages.
                    Tap this icon to view your SMS and MMS messages.

Favorite People

Favorite People allows you to add 9 frequently-called contacts, giving you easy access to these contacts whenever you need to call them.

Note   To add contacts that are in your SIM card, copy the contact first to your Contacts list.

Tap an empty slot to add a contact.

Tap a contact to remove it.

Tap to automatically call the contact.

Contact without picture set.

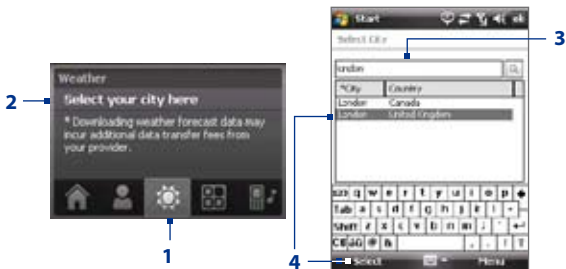Tap to remove a contact from the Favorite People list.

Return

Note   To replace a contact, you need to delete it first and then choose a new contact to replace the contact that was deleted.

Weather

Weather shows you the current weather as well as weather information of the next four days of the week. The first time you use this feature, you need to select your city first to get the weather information of your city.

To select your city

Weather

Select your city here

* Downloading weather forecast data may incur additional data transfer fees from your provider.

1. Select the **Weather** tab ( ).

2. Tap the area that shows **Select your city here**.

3. On the Select City screen, type in the city name whose weather information you want to track, then tap [🔍].

   Tip You can also browse through the list of cities to choose your city.

4. Select the city on the list and tap **Select**.

To view weather information
After selecting your city, your device automatically connects to the Internet via GPRS/3G and downloads weather information of the current day and the next four days of the week. The current temperature, the highest and lowest temperatures, and a visual indicator of the climate (showing if it's a cloudy or rainy day, etc.) will be displayed in the **Weather** tab.

Tap this area if you want to select another city.

Shows the time or days that have passed since the last download of weather information. Tap this item to download the latest weather data.

Tap this area to view weather information of the next four days of the week.

Current day's weather

Tap this area to return to the current day's weather.

Weather for the next 4 days

Tip You can also use the Wi-Fi connection of your device to download weather data. For more information about using Wi-Fi, see Chapter 10.

Note If you have not connected to the Internet and downloaded weather information for five days, the following error message will be displayed: "Unable to retrieve data for selected city. Select here to retry." Use GPRS/3G or Wi-Fi to connect your device to the Internet, then tap the area that shows the error message to download weather data.

To customize weather settings

1. Tap the area that shows the city name.

2. On the Select City screen, select **Menu > Weather Options**.

3. You can enable or disable the following options:

    • **Download weather data automatically**. When this check box is selected, weather information will automatically be downloaded from the AccuWeather Web site whenever you select the **Weather** tab, if the data has not been updated within the last three hours. Weather data will also be downloaded every time an ActiveSync connection occurs (through over-the-air or USB connection).

      Clear this check box if you prefer to manually download weather information.

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

    • **Temperature Scale**. Choose whether to display temperature in Celsius or Fahrenheit.

Tip   To check for more detailed weather information on the AccuWeather Web site, select **Menu > About Weather** on the Select City screen and then tap the link that shows AccuWeather.com. Internet Explorer Mobile then opens and brings you to the AccuWeather Web site.

Launcher

Launcher allows you to add quick shortcuts to your favorite programs and settings for one-tap access. Quick settings such as **Adjust Backlight**, **Rotate Screen** and **Lock Device**, and a few program shortcuts are added by default. They can be replaced with your preferred settings and programs.

Tap an empty slot to add a shortcut to a setting or your favorite program.

Tap a shortcut to remove it.

Tap a quick shortcut to open the associated program or apply the associated setting.

Remove shortcuts

Return

Note To replace a shortcut, you need to delete it first and then add a shortcut to your favorite program or setting.

Sound

Sound lets you quickly set the device volume and change the ring tone of your device.

Tap a button to set the device volume.

Ringtone: Ring-WindowsMo...

Tap to open the phone sound settings.
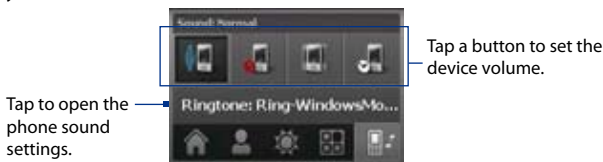
Tap to set the device volume to **Automatic**. If **Automatic** is selected, the device will vibrate during a scheduled event in your calendar; when there is no scheduled event in your calendar, the device will use the **Normal** mode settings.

Note To learn more about setting device volume, see Chapter 3.

1.9 Status Icons

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

Icons that appear in this area	
🌐	Connection Setup
💬	There are more notifications. Tap the icon to view all.
📱	New text messages; SMS notification of voice mail.
✉	New e-mail message.
✍	Sending MMS.
✍	Receiving MMS.
✉	MMS sent.
✉	Cannot send MMS.
✉	New incoming MMS.
👤	New Windows Live™ message.
📞	Missed call.
📞	Speakerphone on.
▲	Roaming.
🔔	Alarm.
📶	Other wireless network(s) detected.
🎧	Bluetooth headset detected.
⊕	ActiveSync notification.
⊕	Synchronization error.

Icons that appear in this area	
G	GPRS available.
E	EDGE available.
H	HSDPA available.
3G	WCDMA available.
ⁱ	Wi-Fi function enabled, but device not connected to a wireless network yet.
📶	Connected to a wireless network.
📶	Synchronizing via Wi-Fi.
⇆	Connection is active.
⇆	Connection is not active.
⇄	Synchronization in progress.

Icons that appear in this area	
	GPRS connecting.
	GPRS in use.
	EDGE connecting.
	EDGE in use.
	HSDPA connecting.
	HSDPA in use.
	WCDMA connecting.
	WCDMA 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.

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

1.10 Programs

The following are programs you can find on your device or install from the Applications Disc.

Programs in the Start Menu

Icon	Description
	Office Mobile Use the complete suite of Microsoft® Office applications for your mobile device.
	Excel Mobile Create new workbooks or view and edit Excel workbooks.
	PowerPoint Mobile View PowerPoint slides and presentations.
	Word Mobile Create, view, and edit Word documents.
	Calendar Keep track of your appointments and create meeting requests.
	Contacts Keep track of your friends and colleagues.
	Internet Explorer Mobile Browse Web and WAP sites as well as download new programs and files from the Internet.
	Messaging Send and receive e-mail, MMS, and text messages.
	Phone Make and receive calls, switch between calls, and set up conference calling.
	Help See Help topics for the current screen or program.

Programs screen

Icon	Description
	ActiveSync Synchronize information between your device and a PC or the Exchange Server.
	Adobe Reader LE View PDF (Portable Document Format) files on your device.

Icon	Description
	Audio Manager Browse for music files by organizing music files into categories.
	Bluetooth Explorer Search for other Bluetooth devices that have file sharing enabled and access their Bluetooth shared folder.
	Calculator Perform basic arithmetic and calculations, such as addition, subtraction, multiplication, and division.
	Camera Take photos or shoots video clips with accompanying audio.
	Comm Manager Manage your device's connections (including Wi-Fi, GPRS, Bluetooth, and ActiveSync), turn the phone on or off, switch to ringer/vibration mode, and enable or disable the Direct Push function.
	File Explorer Organize and manage files on your device.
	Format NAND Flash Lets you erase all your data and files from the NAND flash and quickly format it.
	Games Play two pre-installed games: **Bubble Breaker** and **Solitaire**.
	HTC Fingerprint Manager Offer fingerprint authentication to access user credentials for logging on to the device and encrypting/decrypting files.
	Internet Sharing Connect your notebook computer to the Internet using your device's data connection.
	Java Download and install Java applications, such as games and tools, on your device.
	Messenger This is the mobile version of Windows Live™ Messenger.
	Notes Create handwritten or typed notes, drawings, and voice recordings.
	Opera Browser Gives you an alternative Internet browser. Opera provides tabbed browsing and lets you save images, copy text, and send links via e-mail, MMS, or SMS.

Icon	Description
	Pictures & Videos View, organize, and sort pictures, animated GIFs, and video files on your device or a storage card.
	QuickGPS Downloads satellite data over the Internet via ActiveSync, Wi-Fi or GPRS/3G to speed up the time for determining your current GPS position.
	Search Search contacts, data, and other information on your device.
	SIM Manager Manage the contacts that are stored on your SIM card. You can also use this program to copy SIM contents to Contacts on your device.
	Spb GPRS Monitor You will find this program in the Application Disc that came with the device. You can install and use this program to measure the amount of data transfers that you have made via the GPRS/3G or GSM network connection, and calculate network usage costs. See Chapter 14 for details.
	Sprite Backup You will find this program in the Application Disc that came with the device. This provides you with a quick and easy way to create backups of your data. See Chapter 9 for details.
	STK (SIM Tool Kit) Service Access information and other services offered by your wireless service provider.
	Tasks Keep track of your tasks.
	Voice Speed Dial Allows you to record voice tags so that you can dial a phone number or launch programs simply by speaking a word.
	Windows Live Use this mobile version of Windows Live™ to find information on the Web. It also lets you sign into your Windows Live account so that you can access your Live Mail messages and send/receive instant messages in Live Messenger.
	Windows Media Player Mobile Play back audio and video files.
	ZIP Save memory and free up storage space on your device by compressing files in the conventional ZIP format.

1.11 Settings

You can adjust the device settings to suit the way you work. To see all available settings, tap **Start > Settings**, then tap the **Personal**, **System**, and **Connections** tabs located at the bottom of the screen.

Personal tab

Icon	Description
	Buttons Assign a program or function to a hardware button.
	HTC Fingerprint Options Configure options for fingerprint sensor in order to secure your device.
	Input Set options for each of the input methods.
	Menus Set what programs will appear in the Start menu.
	Owner Information Enter your personal information on your device.
	Phone Customize phone settings such as ring tone, set a PIN number for your SIM card, and more.
	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 Today screen.
	Voice Speed Dial Create voice tags for voice dialing contacts and SIM contacts as well as for launching programs.

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.
	Backlight Set the backlight timeout and adjust brightness.

Icon	Description
	Certificates See information about certificates that are installed on your device.
	Clear Storage Tap this icon only when you need to remove all your data and files from the memory and 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. 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 Allow files on your storage card to be encrypted. Encrypted files will be readable only 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.
	Key Lock Lock the buttons on your device except for the POWER button when the device is in Sleep mode. This ensures you will not switch the device on by accident and consume unnecessary power.
	Lock Set a password for your device.
	Memory Check the device memory allocation status and memory card information. You can also stop currently running programs.
	Microphone AGC Adjust the volume of your voice automatically when you are recording.
	Power Check the remaining battery power. You can also set the timeout for turning off the display (switching device to Sleep mode) to conserve battery power.

Icon	Description
	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 Change the screen orientation, re-calibrate the screen, and change the screen text size.
	Task Manager Stop running programs and set the (![x]) button to end programs immediately when you tap the button. For more information, see "Task Manager" in Chapter 13.
	Windows Update Link to Microsoft's Web site and update Windows Mobile® on your device with the latest security patches or fixes.

Connections tab

Icon	Description
	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 Wi-Fi, GPRS/3G, Bluetooth, and ActiveSync), turn the phone on or off, switch to ringer/vibration mode, and enable or disable the Direct Push function.
	Connection Setup Configure your device's data connections, such as GPRS/3G, WAP, and MMS, based on the detected or selected network operator. See Chapter 10 for details.
	Connections Set up one or more types of modem connections for your device, such as phone dial-up, GPRS/3G, and more, so that your device can connect to the Internet or a private local network.
	CSD Line Type Set the line type to use when making a circuit switch data (CSD) connection. Normally, you do not need to change the setting unless you encounter a problem on establishing a connection.
	GPRS Setting Set the GPRS authentication method.

Icon	Description
	HSDPA Turn on or off HSDPA. Your wireless service provider must support this feature to be able to turn it on.
	SMS Service Enables sending of SMS text messages via a data connection, such as GPRS or a circuit-switched connection. .
	USB to PC Set a USB serial connection between your device and PC when there are problems connecting ActiveSync.
	Wi-Fi Scan for available wireless networks.
	Wireless LAN See information about the active wireless network, and customize Wi-Fi settings.

Chapter 2

Entering and Searching Information

2.1 Entering Information

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

Tap the **Input Selector** arrow (that appears next to the **Input Panel** icon) to open a menu where you can select a text input method and customize input options. After selecting a text input method, the corresponding **Input Panel** is then displayed and you can use it to enter text. To toggle between showing and hiding the Input Panel, simply tap the **Input Panel** icon.

Input Panel (Keyboard)
Input Panel icon
Input Selector arrow

Options...

Block Recognizer
• Keyboard
Letter Recognizer
Symbol Pad
Transcriber
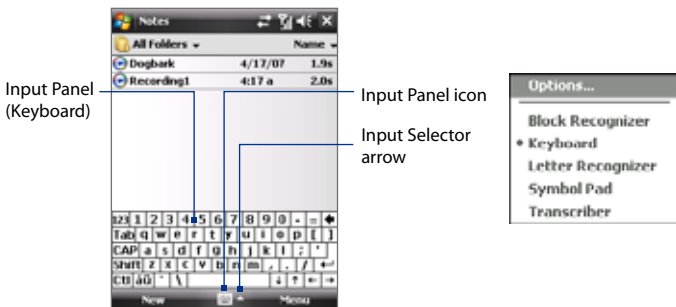
Icon	Input method	Icon	Input method
⌨	On-screen Keyboard	🖉	Transcriber
✎	Letter Recognizer or Block Recognizer	🔲	Symbol Pad

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

2.2 Using the On-screen Keyboard

The on-screen **Keyboard** is available when text entry is possible. You can enter text by tapping keys on the keyboard that are displayed on the screen.

To enter text using the on-screen Keyboard
 1. In a program, tap the **Input Selector** arrow, and tap **Keyboard**.
 2. Enter text by tapping keys on the on-screen Keyboard.

To enlarge the on-screen Keyboard
 1. Tap the **Input Selector** arrow, then tap **Options**.
 2. In the **Input method** list, select **Keyboard**.
 3. Tap **Large keys**.

2.3 Using Letter Recognizer

With **Letter Recognizer**, you can write individual letters, numbers, and punctuation, which are then converted into typed text.

To use Letter Recognizer
 1. From a program, tap the **Input Selector** arrow, and tap **Letter Recognizer**.
 2. Write characters, numbers, and symbols in the designated writing area.
 • Enter capital letters by writing in the **ABC** (left) area of the box.
 • Enter lower case letters by writing in the **abc** (middle) area of the box.
 • Enter numbers by writing in the **123** (right) area of the box.
 • Enter punctuation and symbols by tapping in either area of the box and then writing the desired character.

Note **Letter Recognizer** is available when text entry is possible.

2.4 Using Block Recognizer

With **Block Recognizer**, you use a single stroke to write letters, numbers, symbols, and punctuation, which are then converted into typed text.

To use Block Recognizer

1. From a program, tap the **Input Selector** arrow, and tap **Block Recognizer**.

2. Write characters, numbers, and symbols in the designated writing area.

- Enter letters by writing in the **abc** (left) area of the box.
- Enter numbers by writing in the **123** (right) area of the box.
- Enter symbols and punctuation by tapping in either area of the box and then writing the desired character.

Note   **Block Recognizer** is available when text entry is possible.

2.5 Using Transcriber

Transcriber is a handwriting recognition program that allows you to write in cursive, print, or a combination of both. Transcriber works transparently in the background of programs, recognizing words with its integrated dictionary. When Transcriber is turned on, it interprets stylus movement anywhere on the screen as handwriting input. For more information about using Transcriber, see Help on your device.

To start Transcriber

1. Start a program that accepts user input, such as Word Mobile.

2. Tap the **Input Selector** arrow, and tap **Transcriber**. The Transcriber introductory screen appears.

To write using Transcriber

1. In a program, position the cursor where you want text to appear.

2. Use the stylus to write anywhere on the screen. The handwriting will be converted to text shortly after you lift the stylus from the screen.

To enter punctuation and symbols

Transcriber comes with an on-screen keyboard that provides an easy way to add punctuation or a special symbol to existing text.

From a program, tap ⌨ on the Transcriber toolbar. The keyboard remains visible until you tap the button again.

Tips • To reposition the keyboard, tap and hold the title bar, then drag to the desired location.

• When no text is selected, you can also open the keyboard by doing the ⌡ gesture. For more information about using Transcriber gestures, see Help on your device.

To edit text

1. In a program, draw a line across the text you want to edit.

2. After you lift the stylus from the screen, the line will disappear and the selected text will be highlighted.

3. Do either of the following:

    • Rewrite the text.

    • Use gestures to capitalize letters, insert a space, and so on. For information about using Transcriber gestures, see Help on your device.

2.6 Using Symbol Pad

Symbol Pad provides a comprehensive list of common symbols such as parentheses, braces, currency signs, and more, as well as punctuation marks and special characters.
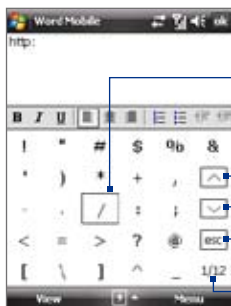
Tap a symbol to select it. Use the NAVIGATION Control to navigate through the available symbols, then press ENTER to select a symbol.

Tap to display the previous page of symbols.

Tap to display the next page of symbols.

Tap to close the Symbol Pad without selecting any symbol.

This indicates the current page and the total number of symbol pages.

To open the Symbol Pad and select a symbol

1. Create or open a document, such as a Word document.
2. To open the Symbol Pad, tap the **Input Selector** arrow, then tap **Symbol Pad**.
3. To browse through the pages of symbols, tap ∧ / ∨ on the Symbol Pad screen.
4. Tap a symbol to select it and close the Symbol Pad. The selected symbol will then be inserted in your document.

2.7 Using Notes to Draw, Write, and Record Voice Notes

Using **Notes**, you can draw directly on the screen, or write on the screen and save notes in your own handwriting. You can also create a stand-alone recording (voice note) or you can add a recording to a note.

For more information on what you can do with Notes, see "Notes" in Chapter 6.

2.8 Searching Information

You can search for files and other items stored in My Documents folder or on an installed storage card of your device. You can search by file name or by words located in the item. For example, you can search in e-mail messages, notes, appointments, contacts, and tasks, as well as in online Help.

To search for a file or an item

1. Tap **Start > Programs > Search**.
2. In the **Search for** field, you can:
   - Enter the file name, word, or other information you want to search for.
   - Tap the down arrow icon (▼), and from the list, select one item that you have looked for before.
3. In the **Type** field, you can tap the down arrow icon (▼) and select a data type from the list to help narrow your search.
4. Tap **Search**. The system then starts searching the matched files in the **My Documents** folder and subfolders.
5. In the **Results** list, tap the item you want to open.

Note   The storage card symbol ▣ or ▦ is displayed next to the names of files saved on a storage card.

Chapter 3

Using Phone Features
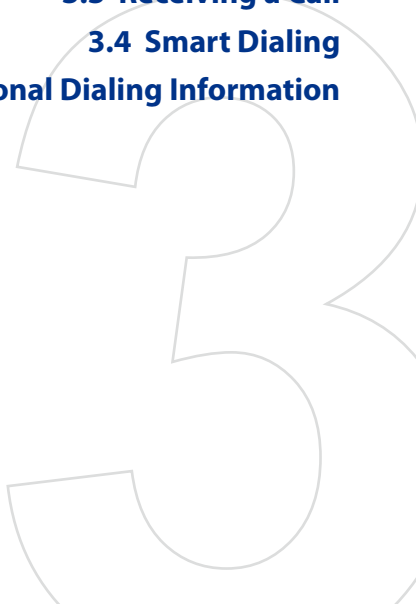
3.1 Using the Phone

Like a standard mobile phone, you can use your device to make, receive, and keep track of calls and send messages. You can also dial directly from Contacts, and easily copy phonebook entries from your SIM card to Contacts on your device.

The Phone screen

From the Phone screen, you can access Call History, Speed Dial, and Phone settings. To open the Phone screen, do one of the following:

- Tap **Start > Phone**.
- Press the TALK button (📞).

TALK button
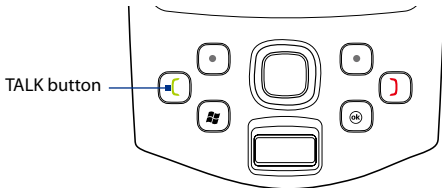
Enter your PIN

Most SIM cards are preset with a PIN (personal identification number) that is provided by your wireless service provider.

1. Enter the preset PIN assigned by your wireless service provider.

2. Tap **Enter**.

Note   If your PIN is entered incorrectly 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.

Turn 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 turn off the phone function

1. Tap **Start > Programs > Comm Manager**.

2. On the Comm Manager screen, tap the **Phone** button to turn off the phone function.

   The icon indicates the phone function is turned off.

To resume call function

Turn on the phone function by tapping the **Phone** button again on the Comm Manager screen.

The icon indicates the phone function is turned on.

Airplane mode

Another way to turn off the phone function is to switch your device to **Airplane mode**.

To enable Airplane mode

When you enable Airplane mode, it turns off all wireless radios on your device, which include the phone function, Bluetooth, and Wi-Fi.

1. Tap **Start > Programs > Comm Manager**.

2. On the Comm Manager screen, tap the **Airplane Mode** button to enable Airplane mode.

   The icon indicates that Airplane mode is enabled.

To disable Airplane mode

When you disable Airplane mode, it turns the phone function back on. This also restores the previous state of Bluetooth, but keeps Wi-Fi disabled. Disable Airplane mode by tapping the **Airplane Mode** button again on the Comm Manager screen.

The icon indicates that Airplane mode is disabled.

Adjust the device volume

1. Tap the **Speaker** icon (◀€).

2. Under **Volume**, do the following:

   • Adjust the phone volume (🎤) or
     device volume (☐€) by moving the
     slider to the desired volume level.

   • Tap **On**, **Vibrate**, or **Off** to change both
     the system and ringer volume settings.

   You can also change the device volume
   settings through the **Sound** tab on the
   HTC Home. See Chapter 1 for details.

Volume adjustment

Notes   • To adjust the conversation phone volume, you must do it during a call.
             Adjusting the volume at another time will affect the ring, notification, and
             MP3 sound levels.

           • When you activate Vibrate mode, sound will automatically be muted and
             your device will vibrate when an incoming call is received. The Vibrate
             icon (📳) will appear in the title bar to indicate that Vibrate mode is
             activated.

3.2 Making a Call

With your device, you can make a call from **Phone**, **Contacts**, **Speed Dial**,
Call History, and **SIM Manager**.

Make a call from Phone

1. Press the TALK button (📞).

2. On the Phone screen, tap the desired phone number, then press the
   TALK button.
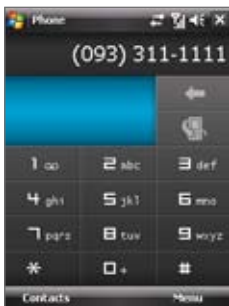
Tip   If you tap a wrong number, tap **Delete** ( ) to erase each subsequent
digit of a number. To erase the entire number, tap and hold **Delete**.

Make a call from Contacts

Tap **Contacts** on the Today screen or tap **Start > Contacts**, then do one of
the following:

- Press NAVIGATION up or down to select a contact, and press TALK.
- Tap the desired contact in the contacts list, and tap the phone
  number that you want to call.
- Tap and hold the desired contact, and on the shortcut menu,
  tap **Call Work**, **Call Home**, or **Call Mobile**.

To choose one of the numbers of a contact to dial

By default, the mobile phone number (m) of a contact is dialed when you
make a call from Contacts. However, you can specify that a different phone
number is dialed instead.

1. Tap **Start > Contacts**.

2. Press NAVIGATION up or down to select the contact.

3. Press NAVIGATION left or right. The letters representing the number
   will change as you scroll through them.

Make a call from Call History

1. On the Phone screen, tap **Call History** (📳) .

2. You can either scroll through all calls in Call History, or tap **Menu > Filter** and select from a category of call types.

3. Scroll to the desired contact or phone number, and tap **Call**.

One-touch 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 simply tap and hold the **number 2** key on the Phone screen to dial the contact's number. Before you can create a Speed Dial entry, the number must already exist in Contacts.

To create a Speed Dial entry

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

2. Tap **Menu > New.**

3. Tap a contact. Select the phone number that you want to add to be assigned with a speed dial key.

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

Note   If you want to place a phone number in a position that is already occupied, the new number will replace the number that is already there.

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

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

To call voicemail

The **number 1** key is generally reserved for your voicemail. Press and hold this key to call voicemail.

Make a call from SIM Manager

SIM Manager allows you to view the contents of your SIM card, transfer SIM phonebook entries to Contacts on your device, and make a call from your SIM card.

To call a SIM contact

1. Tap **Start > Programs > SIM Manager**. Wait for your SIM card contents to load.

2. Tap and hold the name or phone number of the person you want to call, and tap **Call**.

For more information about SIM Manager, see Chapter 6.

3.3 Receiving a Call

When you receive a phone call, a message will appear, giving you the option to either answer or ignore the incoming call.

To answer or reject an incoming call

- To answer the call, tap **Answer**, or press TALK on the device.

- To reject the call, tap **Ignore**, or press END on the device.

To end a call

Once an incoming or outgoing call is in progress, press END on the device to hang up.

To check a missed call

You will see the 📞 icon on top of the screen when you missed a call. To check who the caller is:

- Tap the 📞 icon , then tap **View**; or

- On the Phone screen, tap the **Call History** button (🖵). You can view missed calls as well as incoming and outgoing calls in Call History.

To put a call on hold

Your device notifies you when you have another incoming call, and gives you the choice 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, or set up a conference call between all three parties.

1. Tap **Answer** to take the second call, and put the first one on hold.

2. To end the second call and return to the first call, press END on the device.

To switch between two calls

Tap **Swap**.

To set up a conference call

1. Either put a call on hold, and dial a second number; or, accept a second incoming call when you already have one in progress.

2. Tap **Menu > Conference**.

Note Not all service providers support conference calling. Contact your service provider for details.

To turn on and off the Speakerphone

The built-in Speakerphone on your device allows you to talk hands-free or lets other people listen to the conversation.

- During a call, tap **Speaker On**, or press and hold TALK until the speakerphone turns on. The speakerphone icon ( ) appears in the title bar.

- To turn off the speakerphone, tap **Speaker Off**, or press and hold TALK again until the speakerphone turns off.

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

To mute a call

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

- During a call, tap **Mute**.

- When the microphone is turned off, the mute icon ( ) appears on the screen. Tap **Unmute** to turn on the microphone again.

3.4 Smart Dialing

Smart Dialing makes it easy for you to dial a phone number.

When you start entering a phone number or contact name, Smart Dialing will automatically search and sort 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 to dial.

Smart Dialing panel

Tips on using Smart Dialing

Smart Dialing starts looking for numbers or contacts that match the sequence you have entered. Below are some tips on how to use Smart Dialing to quickly find a desired phone number or contact.

To find a phone number

- Simply enter the first one or two digits to find a phone number in Call History.
- Enter the first three digits or more if you want to find a phone number from the saved contacts on your device and SIM card.

To find a contact name

You can just enter the first letter of a contact's first name or surname. Smart Dialing will search for the letter starting from 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" which is associated with [a, b, 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".

Make a call or send a text message using Smart Dialing

1. Press the TALK button on your device to open the Phone screen.

2. Begin entering the first few numbers or characters.

   When you start entering a number or letter, the Smart Dialing panel will display matches found.

3. In the Smart Dialing panel, browse the list by sliding your finger or the stylus up or down or by pressing NAVIGATION up or down.

4. You can do one of the following:

   • When the desired contact is selected, press the TALK button to place a call.

   • To send a text message to the selected contact, tap and hold the contact, and tap **Send Text Message**.

   • To call a different phone number associated with the selected contact, tap and hold the selected contact, and tap the phone number you want to call.

Tap and hold the contact to pop up the shortcut menu.

Tip To view or edit information associated with the selected contact, tap the contact's name on the shortcut menu (applies only to entries stored in Contacts on your device).

Set up Smart Dialing

1. On the Phone screen, tap **Menu > Smart Dialing Options**.

2. On the **Options** tab, select the **Enable Smart Dialing** check box.

- Select the **Automatically expand selected contact** check box to enable a contact's name and phone number to be displayed when the contact is selected in the matching list.

- Select the **Enable drag-scroll** check box to scroll in the matched list by dragging.

- Select the **Enable double-click for dialing** check box to make a voice call by double-tapping the item in the matched list.

3.5 Additional Dialing Information

Make an emergency call

Enter the international emergency number for your locale, and tap **Call**.

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

Make an international call

1. Tap and hold the **number 0** key on the Phone keypad until the **+** sign appears. The **+** replaces the international prefix of the country that you are calling.

2. Enter the full phone number you want to dial, and tap **Call**. The full phone number includes country code, area code (without the leading zero, if any) and phone number.

Chapter 4

Setting Up Your PDA Phone

4.1 Basic Settings

Owner information
Having owner information displayed on the Today screen makes it easier for someone to return your device to you if it is lost.

To enter owner information
1. Tap **Start > Settings > Personal** tab **> Owner Information**.

2. On the **Identification** tab, enter your personal information.

Tip   If you don't see owner information on the Today screen, tap **Start > Settings > Personal** tab **> Today**. On the **Items** tab, select the **Owner Info** check box.

To display owner information when the device is turned on
You can set your device to display the 'my info' screen when power is turned on. This screen shows your complete personal information.

1. Tap **Start > Settings > Personal** tab **> Owner Information**.

2. On the **Options** tab, select the **Identification information** check box.

3. If you want additional text displayed, tap the **Notes** tab and enter the text (for instance: Reward if found).

4. On the **Options** tab, select the **Notes** check box then tap **OK**.

Time and date

To set the time and date
1. Tap **Start > Settings > System** tab **> Clock & Alarms > Time** tab.

2. Select the correct time zone and change the date or time.

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

To set the time and date for a different location
If you visit or communicate with someone in a particular time zone often, you can select it as your visiting time zone.

1. Tap **Start > Settings > System** tab **> Clock & Alarms > Time** tab.

2. Tap **Visiting**.

3. Select the correct time zone and change the time or date.

Regional settings

The style in which numbers, currency, dates, and times are displayed is specified in regional settings.

1. Tap **Start > Settings > System** tab **> Regional Settings**.

2. On the **Region** tab, select your region from the list.

> **Note** This does not change the Operating System language of your device.

3. The region you select determines which options will be available on the other tabs.

4. To customize settings further, tap the appropriate tabs and select the desired options.

4.2 Personalizing the Today Screen

The Today screen shows your upcoming appointments, active tasks, and information about incoming messages. You can customize what to display on the Today screen.

To customize the Today screen

1. Tap **Start > Settings > Personal** tab **> Today**.

2. On the **Appearance** tab, select the desired theme for the background of the Today screen.

3. On the **Items** tab, select the items you want to appear on the Today screen.

> **Tip** To change the order of items displayed on the Today screen, tap the item, and tap **Move Up** or **Move Down**.

To use a custom background image

You can use one of your own pictures as the background image on the Today screen. Be aware that pictures can affect the readability of text on the Today screen.

1. Tap **Start > Settings > Personal** tab **> Today**.

2. Select the **Use this picture as the background** check box, and tap **Browse** to view a list of your picture files.

3. Tap the file name of the picture you want to use.

4. Tap **OK**.

To set options for displaying appointments on the Today screen
If you have a large number of appointments, you may want to specify the kind of appointments that are displayed on the Today screen.

1. Tap **Start > Settings > Personal** tab **> Today**.

2. Tap the **Items** tab.

3. Select **Calendar** and tap **Options**.

4. Do any of the following:

- Select **Next appointment** to show only the next appointment in your schedule, or **Upcoming appointments** to show multiple appointments.

- Clear the **Display all day events** check box if you do not want to display all-day events.

For more information about using Calendar, see Chapter 6 and 8.

To set options for displaying tasks on the Today screen
If you have a large number of tasks, you may want to specify the kind of tasks that are displayed on the Today screen.

1. Tap **Start > Settings > Personal** tab **> Today**.

2. Tap the **Items** tab.

3. Select **Tasks** and tap **Options**.

4. Do any of the following:

- Under **Display number of**, select the type of tasks you want to appear on the Today screen.

- In the **Category** list, select whether to display only tasks assigned to a specific category or to display all tasks.

For more information about creating tasks on your device, see Chapter 6.

Customize the Start menu

You can choose which items appear in the **Start** menu.

1. Tap **Start > Settings > Personal** tab **> Menus**.

2. Select the check boxes of the items you want to appear in the **Start** menu. You can select up to seven items.

Tip   Create folders and shortcuts inside the folders, **Programs** and **Office Mobile**, on the Start menu. Using Windows Explorer on your PC, navigate to the **/Windows/Start Menu/Programs** or **Office Mobile** folder of your device, then create the folders and shortcuts that you want. You will see the added items on your device after you synchronize. For information about synchronizing your device with the computer, see Chapter 5.

4.3 Customizing Phone Settings and Services

You can customize phone settings, such as the ring type and ring tone to be used for incoming calls, and the keypad tone to be used when entering phone numbers. You can also set up your device to use phone services such as Call Waiting, Call Forwarding, and more.

To access phone settings and services
- Tap **Menu > Options** on the Phone screen; or
- Tap **Start > Settings > Personal** tab > **Phone**.

Ringer settings

To change the ring tone and ring type

1. On the Phone screen, tap **Menu > Options > Phone** tab.

2. In the **Ring tone** list, tap the sound you want to use.

   Tip   You can use ***.wav**, ***.mid**, ***.mp3**, ***.wma** or other files (see "Specifications" in the Appendix for a list of supported file formats) that you downloaded from the Internet or copied from your PC as ring tones. Copy the sound files first to the /Windows/Rings folder on your device, then select the sound from the Ring tone list of your device. For more information about copying files, see Chapter 9.

3. In the **Ring type** list, choose whether to be notified of incoming calls by a ring, a vibration, or a combination of both.

Keypad tone

You can change the tone you hear when entering a phone number on the keypad. If set to Long tones, the tone is heard continuously for as long as the number on the keypad is pressed. Use this setting if you are having trouble accomplishing tasks that rely on tones from your device such as accessing messages from an answering machine. If set to Short tones, the tone is heard only for one or two seconds. If set to Off, no tone will be heard.

1. On the Phone screen, tap **Menu > Options > Phone** tab.
2. In the **Keypad** list, tap the option you want.

Phone services

Your device can directly link to the mobile phone network, and allow you to access and 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. Tap **Start > Settings > Personal** tab **> Phone > Services** tab.
2. Select the service you want to use, then tap **Get Settings**.
3. Choose your desired options, then tap **OK**.

For more information about customizing settings of phone services, see Help on your device.

Networks

You can view on your device which mobile phone networks are available to you, and arrange them in the order that you want your device to access them. For example, if your first preferred network is unavailable, your device will try to access your second preferred network.

To view available networks
1. Tap **Start > Settings > Personal** tab **> Phone > Network** tab.
2. Under **Network selection**, select **Manual**. The list of available networks is then displayed.

To set preferred networks

1. Tap **Start > Settings > Personal** tab **> Phone > Network** tab.
2. Tap **Set Networks** and follow the instructions on the screen to arrange the networks according to your preference.
3. After arranging the networks in the preferred order, tap **OK** to return to the **Network** tab.
4. In the **Network selection** list, select **Automatic**.
5. Tap **OK**.

4.4 Protecting Your Device

Protect your USIM/SIM card with a PIN

You can protect your USIM/SIM card from unauthorized use by assigning a PIN (personal identification number). Your first PIN will be given to you by your wireless service provider; you can change the PIN later.

1. On the Phone screen, tap **Menu > Options > Phone** tab.
2. Select the **Require PIN when phone is used** check box.
3. To change the PIN at any time, 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. You create your own password when you begin using your device.

To set a device password

1. Tap **Start > Settings > Personal** tab **> Lock**.
2. Select the **Prompt if device unused for** check box, and in the box to the right, select how long your device must be idle before a password is required. In the **Password type** box, select the type of password you would like to use. Enter and confirm the password.

    If your device is configured to connect to a network, use an alphanumeric password for increased security for your device.

3. On the **Hint** tab, enter a phrase that will help you remember your password, but does not allow others to guess your password.

4. Tap **OK**. The next time the device is turned on, you will be prompted to enter your password.

Notes   • To ensure you can always make emergency calls, do not begin your password with the digits of your local emergency number.

   • The hint will be displayed after the wrong password is entered five times.

To unlock your device

1. Enter your device password when you are prompted.

2. Tap **Unlock**.

Note   If you forget your password, you can hard reset or clear the device memory. Before you do this, make sure you back up your data and files to your PC so that you can restore them back to your device. See Chapter 9 for details.

Encrypt data on your storage card

1. On the Today screen, tap **Start > Settings > System** tab > **Encryption**.

2. Select **Encrypt files placed on storage cards**.

Notes   • Encrypted files can be read only 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 placed on storage cards** is or was enabled before, then backup all files from the storage card before using Clear Storage, hard reset or updating the ROM system software. 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.

4.5 Using Fingerprint Sensor and HTC Fingerprint Manager

Your device features a fingerprint sensor, which you can find on the lower side of the device. Your device is pre-installed with HTC Fingerprint Manager, the fingerprint recognition software, which provides an extra layer of data security to protect your device and personal data.

Fingerprint Sensor
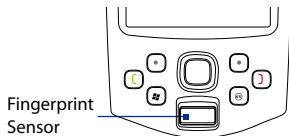
The HTC Fingerprint Manager software includes fingerprint authentication to access user credentials for logging on to the device and encrypting/decrypting files.

Enroll your fingerprint

When you turn on your device for the first time, the Quick Setup Wizard will prompt you to enroll your fingers. Enrolling your fingers then activates the fingerprint sensor on your device. You can however enable the fingerprint sensor by launching the HTC Fingerprint Manager software on your device.

The first time you use the HTC Fingerprint Manager software, a wizard will guide you through enrolling your fingerprints and setting up data protection.

To run the wizard

1. Tap **Start > Settings > System** tab **> Lock**.
2. On the Enroll screen, select which fingerprint you want to enroll by tapping the corresponding finger on the screen. Tap **Next**.

3. After selecting a finger to enroll, you are prompted to swipe your finger across the fingerprint sensor.

4. Repeat this procedure at least four times to register your fingerprint. When you have successfully registered, you will be prompted to enroll another fingerprint. Tap **OK** to proceed.

5. Select another finger to enroll and repeat the previous steps, or tap **Next** to continue.

6. After you are done, tap **No** if you do not want to enroll any more fingers.

7. Tap **Finish**.

For more information on how to use HTC Fingerprint Manager, tap [?] or see Help on your device.

Authentication

After enrolling one or more of your fingerprints, HTC Fingerprint Manager will prompt for fingerprint authentication whenever you log on to your device. Swipe a finger that has an enrolled fingerprint on the fingerprint sensor to log on and access your device data.

If you have enrolled your fingers while setting up your device for the first time, then the Authenticate screen of HTC Fingerprint Manager will appear every time you power on your device, and prompt you to swipe your enrolled fingers on the fingerprint sensor. After your fingerprints are authenticated, you will be allowed to log on to the device and access your personal data.

Indicates that authentication failed. If this happens, swipe your finger again.

Indicates that authentication is successful.

Fingerprint authentication is also required before you change any of the HTC Fingerprint settings or encrypt/decrypt files on your device. When you see HTC Fingerprint Manager's Authentication window, swipe your enrolled finger over the fingerprint sensor.

Encrypt/Decrypt files with fingerprint security

You can encrypt files and restrict read and write access to the files only to yourself by requiring fingerprint authentication.

If you have not yet enrolled your fingerprints, you will be automatically prompted to do so while start encrypting one or more files. Similarly, you can decrypt and access a protected file only if you swipe your enrolled fingers and find a match with the enrolled fingerprints stored on your device.

To encrypt files

1. Tap **Start > Programs > HTC Fingerprint Manager**.

2. In the horizontally or vertically split explorer screen, select the check box(es) corresponding to the file(s) you want to encrypt.

3. Tap **Encrypt**.

4. Swipe a finger that has an enrolled fingerprint over the fingerprint sensor. Your identity is then authenticated.

5. The file is being processed. Tap **OK** to confirm.

6. The files are protected and a fingerprint secured icon 🔶 appears on the file.

To decrypt files

1. Tap **Start > Programs > HTC Fingerprint Manager**.

2. In the horizontally or vertically split explorer screen, select the check box corresponding to the encrypted file(s) that you want to decrypt.

3. Tap **Decrypt**.

4. Swipe a finger that has an enrolled fingerprint over the fingerprint sensor. Your identity is then authenticated.

5. The file is being processed. Tap **OK** to confirm decrypting the file.

HTC Fingerprint Manager settings

HTC Fingerprint Manager allows you to enroll new fingerprints, change or remove enrolled fingerprints, set new password, change existing password, and choose a log-in method. You can also set options to notify you when a read-only file is encrypted/decrypted or to just display the results after any encryption/decryption process is completed.

To configure HTC Fingerprint Manager

1. Tap **Start > Settings > Personal** tab **> HTC Fingerprint Options**.

2. When you see the Authentication window, swipe your finger on the fingerprint sensor.

3. In **Log-in Method**, choose the method using which you want to log on to your device or access device data.

4. Do any of the following:

   • Tap **New** to enroll a new fingerprint.

   • Tap **Change** to change/remove an enrolled fingerprint.

   • Tap the **More** tab to select the options for viewing encryption and decryption notifications and results.

If you have selected **Fingerprint** as the **Log-in Method**, you will be prompted to unlock your device by authenticating your fingerprints before you can synchronize your device with a PC via ActiveSync. Similarly, if you have selected **Password** as the **Log-in Method**, the PC will prompt you to provide the set password and unlock your device before you can start synchronization.

4.6 Other Settings

Device name

The device name is used to identify your device in the following situations:

- • Synchronizing with a PC
- • Connecting to a network
- • Restoring information from a backup

Note If you synchronize multiple devices with the same PC, each device must have a unique name.

To change the device name

1. Tap **Start > Settings > System** tab **> About**.
2. Tap the **Device ID** tab.
3. Enter a name.

Note 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.

Display settings

To adjust screen brightness

1. Tap **Start > Settings > System** tab > **Backlight**.
2. On the **Brightness** tab, move the slider right to increase the brightness, or left to decrease the brightness.

To set the backlight to dim after a time delay

1. Tap **Start > Settings > System** tab > **Backlight**.
2. Tap the **Battery power** tab, or the **External power** tab.
3. Select the **Turn off backlight if device is not used for** check box, and specify the time delay.

To increase or decrease the size of text on the screen

1. Tap **Start > Settings > System** tab **> Screen > Text Size** tab.
2. Move the slider to increase or decrease the text size.

Button settings

To reassign programs or shortcuts to program buttons

Your device may come with programs already assigned to hardware buttons. You can customize these buttons to open the programs you often use, or to perform certain shortcuts, such as changing the screen orientation, opening the Today screen, or opening Input Panel.

1. Tap **Start > Settings > Personal** tab **> Buttons**.
   A list of buttons and their current assignments are displayed on the **Program Buttons** tab.
2. Tap the button you want to reassign. To help you identify the buttons, there are numbers and icons representing the original function of the button.
3. In the **Assign a program** box, tap the program or shortcut you want to assign.
4. Tap **OK**.

Word completion options

Word completion helps you enter text faster by suggesting words as you enter letters using the input methods. You can set the number of suggested words to display, when to show the word list, and more.

1. Tap **Start > Settings > Personal** tab **> Input > Word Completion** tab.
2. Make sure the **Suggest words when entering text** check box is selected.
3. By default, the suggested word list appears whenever you enter a space. To make the word list appear after letters are entered, select the number of letters that you want to be entered before displaying the word list.
4. The suggested word list shows up to four words by default. You can change the number of words to display in the suggested list.
5. Make sure the **Enable Auto Correct** check box is selected if you want mistyped words to be corrected automatically.

Tip   The word database learns and adds more words as you enter new words during text entry. To delete the added words and reset the database back to the default, tap **Clear Stored Entries**.

Alarms and notifications

To set an alarm

1. Tap **Start > Settings > System** tab **> Clock & Alarms > Alarms** tab.

2. Tap **<Description>** and enter a name for the alarm.

3. Tap the day of the week for the alarm. You can select multiple days by tapping each desired day.

4. Tap the time to open a clock and set the time for the alarm.

5. Tap the alarm icon (🔔) to specify the type of alarm you want. You can choose a flashing light, a single sound, a repeating sound, or vibration.

6. If you choose to play a sound, tap the list next to the **Play sound** check box and tap the sound you want.

To choose how to be notified about events or actions

1. Tap **Start > Settings > Personal** tab **> Sounds & Notifications**.

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**, select 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, or a flashing light.

Tip   Turning off sounds and the flashing light helps conserve battery power.

Chapter 5

Synchronizing Information with Your Computer

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

Before you can synchronize, you need to install and set up first the synchronization software on your computer. For more information, see "Setting Up Windows Mobile Device Center on Windows Vista®" if you are using Windows Vista®, or see "Setting Up ActiveSync on Windows XP" if you are using Windows XP®.

Ways to synchronize

After you have installed the synchronization software to your computer, connect and synchronize your device with your computer by using one of the following methods:

- Connect and synchronize using the supplied USB sync cable. Upon connecting the sync cable to your device and your computer, the synchronization process starts automatically.
- Connect and synchronize using Bluetooth. You must first set up a Bluetooth partnership between your device and your computer before you can synchronize information between them using Bluetooth. For more information about setting up a Bluetooth partnership, see Chapter 10. For information about synchronizing through Bluetooth, see "Synchronizing via Bluetooth" later in this chapter.

Try to synchronize frequently in order to keep information up-to-date in both your device and your computer.

Note   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 8.

5.2 Setting Up Windows Mobile® Device Center on Windows Vista

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

Note   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.

Set up synchronization
When you connect your device to your PC and start Windows Mobile Device Center for the first time, you are asked to create a Windows Mobile® partnership with your device. Follow the steps below to create a partnership.

1. Connect your device to your PC. Windows Mobile Device Center configures itself and then opens.
2. On the license agreement screen, click **Accept**.
3. On the Windows Mobile Device 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 sync Outlook information.

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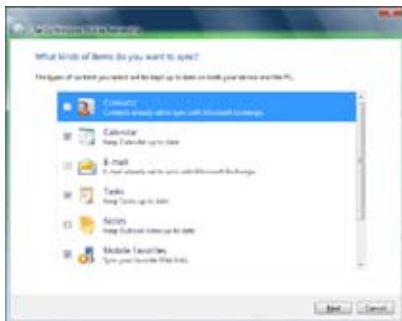
5. Enter a device name and click **Set Up**.

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

Use 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 view and change synchronization settings.

- When you click **Pictures, Music and Video > __ 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 Windows Vista PC.

- Click **Pictures, Music and Video > Add media to your device from Windows Media Player** to your device to synchronize music and video files using Windows Media® Player. For more information, see "Using Windows Media® Player Mobile" in Chapter 12.

- Click **File Management > Browse the contents of your device** to view documents and files from 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, please go to
http://www.microsoft.com/windowsmobile/activesync/activesync45.mspx.

Install ActiveSync

1. Insert the Getting Started Disc into the disc drive on your PC.
2. ActiveSync is available in English and several other languages. Select the desired language then click **Next**.
3. Click **Setup and Installation**.
4. Select the **ActiveSync** check box and click **Install**.
5. Read the license terms and click **Accept**.
6. When installation is complete, click **Done**.
7. On the Getting Started with Windows Mobile® screen, click **Close**.

Set up synchronization

Follow the steps below to set up a synchronization partnership.

1. Connect your device to your PC. 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 PC, 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 will appear on your device after synchronization.

5.4 Synchronizing with Your Computer

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

Start and stop synchronization
You can manually synchronize either from your device or PC.

From your device
1. Tap **Start > Programs > ActiveSync**.
2. Tap **Sync**.

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

Tip   To delete a partnership with one PC completely, tap **Menu > Options**, tap the computer name, then tap **Delete**. Your device must not be connected to the PC for this option to be available.

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

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

Change which information is synchronized

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

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

   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 PC's Windows Mobile Device Center or ActiveSync.

   • A PC can have sync partnerships with many different Windows Mobile® powered devices, but a device can have sync partnerships with at most two PCs only. To ensure that your device will synchronize properly with both PCs, set up the second PC using the same synchronization settings you used on the first PC.

   • Outlook e-mail can be synchronized with only one computer.

Troubleshoot sync connection problem

When the PC is connected to the Internet or a local network, in some cases, the PC 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 advanced network functionality** check box. This makes your PC utilize a serial USB connection with your device.

The **USB to PC** ( ) icon appears on the Today Screen when serial USB connection is used.

5.5 Synchronizing via Bluetooth

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

Note   To connect and synchronize your device with a computer via Bluetooth, your computer must have 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 PC to synchronize through Bluetooth. See the program's Help for instructions.
2. On your device, tap **Start > Programs > ActiveSync**.
3. Make sure that Bluetooth on both your device and the computer are turned on and set to visible mode. For more information, see "Bluetooth" in Chapter 10.
4. Tap **Menu > Connect via Bluetooth**. Make sure the Bluetooth function of both your device and the computer are turned on and set to visible mode.
5. 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 10.

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 the PC. (Windows Media® Player 11 works only in Windows XP or later versions).

• Connect your device to the PC 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 PC's Windows Media® Player.

For more information about using Windows Media® Player on your device, see Chapter 12.

Chapter 6

Organizing Contacts, Appointments, Tasks, and Other Information

6.1 **Managing Your Phonebook**

Your PDA phone gives you several ways to store and manage phone numbers and other information about your contacts.

- Use **Contacts** to create and save contacts on your device's memory or your USIM/SIM card.
- Use **SIM Manager** to store and manage USIM/SIM contacts.

6.2 **Contacts**

Contacts is your address book and information storage for the people and businesses you communicate with. There are three types of contacts that you can create on your device:

- **Microsoft® Office Outlook® contacts**. Contacts that are stored on your device, which can be created on your device or synchronized with your PC or the Exchange Server. For each contact, you can store phone numbers, e-mail addresses, instant messaging (IM) names, company and home addresses, and information such as a job title, birthday, and a lot more. You can also add a picture and assign a ring tone to an Outlook contact.

- **USIM/SIM contacts**. Contacts that are stored on the USIM/SIM card. Only the name and a phone number can be stored for each entry.

- **Windows Live™ contacts**. Contacts that you communicate with using Windows Live™ Messenger or MSN. Just like Outlook contacts, you can also enter complete information for a Windows Live™ contact. For more information, see "Add Windows Live™ contacts" in Chapter 10.

  Note You can only add Windows Live™ contacts after you have set up Windows Live™ on your device.

Add new contacts

To add a contact on your device

1. Tap **Start > Contacts**.
2. 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.
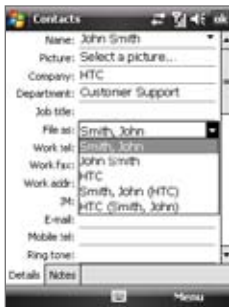
4. To add a photo of the contact, tap **Select a picture**, then select the picture file or tap **Camera** to take a photo of the contact. This photo appears on the Phone screen when you receive a call from the contact.

   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**.

Tips • If someone who is not in your list of contacts calls you, you can create a
   contact from Call History by tapping and holding a phone number and
   then tapping **Save to Contacts** from the shortcut menu.

   • To save a phone number that is contained in a message, tap the phone
   number, then tap **Menu > Save to Contacts**.

   • To edit contact information, tap the contact name then tap **Menu > Edit**.

To add a contact to your USIM/SIM card

   1. Tap **Start > Contacts**.

   2. Tap **New** then select **SIM Contact**.

   3. Enter a contact name and phone number.

   4. Tap **OK**.

Tip You can also use the SIM Manager to add and edit contacts on your USIM/
   SIM card. For more information, see "SIM Manager" later in this chapter.

Organize and search

To group similar contacts
You can group similar contacts for easier management by assigning them
to categories.

   1. Create a new Outlook contact, or select an existing Outlook contact
   to edit.

   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 view contacts by category, tap **Menu > Filter** then select the desired
category.

Note If your contact list has been filtered by a category, that category is
   automatically assigned when you create a new contact.

To work with the contact list

There are several ways to use and customize the contact list. Here are a few tips:

1. Tap **Start > Contacts**.

2. In the contact list, do any of the following:

   • In Name view, you can search for a contact by entering a name or number, or by using the alphabetical index. To switch to Name view, tap **Menu > View By > Name.**

   • To see a summary of information about a contact, tap the contact. From there you can also make a call or send a message.

   • To see a list of available actions for a contact, tap and hold the contact.

   • To see a list of contacts employed by a specific company, tap **Menu > View By > Company**, then tap the company name.

To find a contact on your device

There are several ways to find a contact when your contact list is long.

1. Tap **Start > Contacts**.

2. If you are not in Name view, tap **Menu > View By > Name**.

3. Do one of the following:

   • Begin entering a contact name in the provided text box until the contact you want is displayed. To show all contacts again, clear the text box.

   • Use the alphabetical index displayed at the top of the contact list.

   • 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 **All Contacts**.

Share contact information

To beam a contact's details

You can quickly send contact information to another mobile phone or device through Bluetooth beaming.

1. Tap **Start > Contacts**, then select a contact.

2. Tap **Menu > Send Contact > Beam**.

3. Select a device where to beam the contact.

Note Before you can beam, 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 PC. For more information, see "Bluetooth" in Chapter 10.

To send contact information via text messaging

1. Tap **Start > Contacts**, then select a contact.

2. Tap **Menu > Send Contact > SMS \ MMS**.

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**.

To send contact information as a vCard

A vCard (virtual business card) is a standard file format used for exchanging contact information. vCard files can be exported to Outlook on the PC. From your device, you can send a vCard containing contact information as a file attachment in an MMS message.

1. Tap **Start > Contacts**, then select a contact.

2. Tap **Menu > Send as vCard**.

3. A new MMS message is created with the vcard file attached. Enter the mobile phone number or e-mail address of the recipient then tap **Send**.

For more information, see "MMS" in Chapter 7.

6.3 SIM Manager

SIM Manager allows you to view the contents of your USIM/SIM card, transfer contacts from your USIM/SIM card to your device or vice versa, and make a call to a USIM/SIM contact.

To create a contact on your USIM/SIM card
1. Tap **Start > Programs > SIM Manager**.
2. Tap **New** and enter a contact name and phone number.
3. Tap **Save** to save the information on your USIM/SIM card.

Tip: To change contact information on your USIM/SIM card, tap a USIM/SIM contact and edit it. After modifying, tap **Save**.

To copy USIM/SIM contacts to your device
If you have saved contacts on your USIM/SIM card, you can copy them into Contacts on your device.
1. Tap **Start > Programs > SIM Manager**.
2. Select the desired item, or select all USIM/SIM contacts by tapping **Menu > Select All**.
3. Tap **Menu > Save to Contacts**.

To copy contacts to the USIM/SIM card
Only one phone number per contact name can be stored on a USIM/SIM card. When you copy a contact that has several phone numbers to your USIM/SIM card, SIM Manager saves each number under a separate name.

To save each number under a different contact name on the USIM/SIM card, SIM Manager appends 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 USIM/SIM card. Indicators of the other types of phone numbers are left empty for you to define them.

1. Tap **Start > Programs > SIM Manager**, then tap **Menu > Tools > Options**.
2. Select the check boxes of the types of phone numbers that you want to be added to the USIM/SIM card.

3. Under the **Mark** column, you can change the indicator that will be appended to the USIM/SIM contact names for each phone number type. To do so, select a phone type, tap **Edit**, enter your desired indicator, then tap **Save**.

4. After modifying, 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 USIM/SIM card, then tap **Save**.
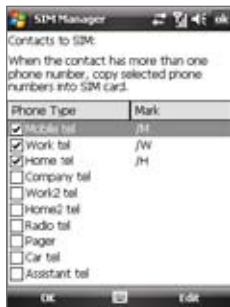
To store your USIM/SIM card's phone number

1. On the SIM Manager screen, tap **Menu > Tools > List of Own Numbers**.

2. Tap **[Owner Information name]**.

3. Change the name, if desired, then enter your mobile phone number.

4. Tap **Save**.

When your phone number is stored on the USIM/SIM card, it will appear on the SIM Manager screen.
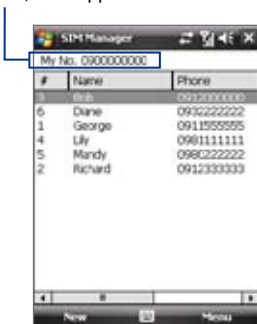
6.4 Calendar

Use **Calendar** to schedule appointments, including meetings and other events. Your appointments for the day can be displayed on the Today screen. If you use Outlook on your PC, you can synchronize appointments between your device and PC. You can also set Calendar to remind you of appointments with a sound or flashing light, for example.

Create appointments

To schedule an appointment

1. Tap **Start > Calendar**.
2. Tap **Menu > New Appointment**.
3. Enter a name for the appointment.
4. 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, select the start and end dates and time.
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.

Notes • All-day events do not occupy blocks of time in Calendar; instead, they appear in banners at the top of the calendar.

   • To cancel an appointment, tap the appointment and tap **Menu > Delete Appointment**.

Tips To have the time entered automatically in Day view, tap the time slot for the new appointment, and tap **Menu > New Appointment.**

To set a default reminder for all new appointments

You can have a reminder automatically turned on for all new appointments you schedule.

1. Tap **Start > Calendar**.

2. Tap **Menu > Tools > Options > Appointments** tab.

3. Select the **Set reminders for new items** check box.

4. Set the time when you want the reminder to alert you.

5. Tap **OK** to return to the calendar.

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.

Tap to view appointment details.

Indicates that there is a conflict with another appointment.

Tap to switch views.

Agenda view
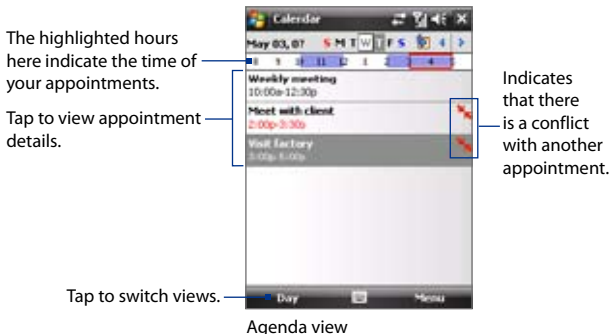
- To see detailed appointment information in any view, tap the appointment.

- 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

Send appointments

To send a meeting request

Use Calendar to schedule meetings via e-mail with contacts who use Outlook or Outlook Mobile.

1. Tap **Start > Calendar**.

2. Schedule a new appointment, or open an existing one and tap **Edit**.

3. Tap **Attendees** then add the contacts whom you want to invite.

> **Note** You can specify if an attendee is required or optional only if your device is connected to a Microsoft Exchange 2007 server. Otherwise, all attendees are designated as required. For more information, see Chapter 8.

4. Tap the name of the contact you want to invite.

5. To invite each additional attendee, tap **Add Required Attendee** or **Add Optional Attendee** and tap the name.

6. 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 PC 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 PC.

Tap **Menu > Send as vCalendar** to send a vCalendar containing appointment details as a file attachment in an message. For more information, see "MMS" in Chapter 7.

6.5 Tasks

Use **Tasks** to keep track of things you need to do. A task can occur once or repeatedly (recurring). You can set reminders for your tasks and you can organize them using categories.

Your tasks are displayed in a task list. Overdue tasks are displayed in red.

To create a task

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > New Task**, enter a subject for the task, and fill in information such as start and due dates, priority, and so on.
3. Specify the type of category for your task, so that it can be grouped with other related tasks. Tap **Categories**, then select a preset category (Business, Holiday, Personal, or Seasonal), or tap **New** to create your own category.
4. When finished, tap **OK**.

Tip   You can easily create a short, to-do type task. Simply tap the **Tap here to add a new task** box, enter a subject, and tap the Enter button on the on-screen keyboard. If the task entry box is not available, tap **Menu > Options** and select the **Show Tasks entry bar** check box.

To change the priority of a task

Before you can sort tasks by priority, you need to specify a priority level for each task.

1. Tap **Start > Programs > Tasks**.
2. Tap the task you want to change the priority for.

   3. Tap **Edit**, and in the **Priority** box, tap a priority level.

   4. Tap **OK** to return to the task list.

Note   All new tasks are assigned a Normal priority by default.

To set a default reminder for all new tasks
You can have a reminder automatically turned on for all new tasks you create.

   1. Tap **Start > Programs > Tasks**.

   2. Tap **Menu > Options**.

   3. Select the **Set reminders for new items** check box.

   4. Tap **OK** to return to the task list.

Note   The new tasks must have due dates set in order for the reminder to take effect.

To show start and due dates in the task list
   1. Tap **Start > Programs > Tasks**.

   2. Tap **Menu > Options**.

   3. Select the **Show start and due dates** check box.

   4. Tap **OK**.

To locate a task
When your list of tasks is long, you can display a subset of the tasks or sort the list to quickly find a specific task.

   1. Tap **Start > Programs > Tasks**.

   2. In the task list, do one of the following:
   - Sort the list. Tap **Menu > Sort By**, and tap a sort option.
   - Filter the list by category. Tap **Menu > Filter**, and tap the category you want displayed.

Tip   To filter your tasks further, tap **Menu > Filter > Active Tasks** or **Completed Tasks**.

To send task information as a vCalendar
Tap **Menu > Send as vCalendar** to send a vCalendar containing task details as a file attachment in an MMS message. For more information, see "MMS" in Chapter 7.

6.6 Notes

Notes helps you to quickly capture thoughts, questions, reminders, to-do lists, and meeting notes. You can create handwritten and typed notes, record voice notes, convert handwritten notes to text for easy readability, and send notes to others.

Enter information in Notes
There are several ways to enter information in a note. You can enter typed text by using the on-screen keyboard or handwriting recognition software. You can use the stylus to write or draw directly on the screen.

To set the default input mode for Notes
If you frequently add drawings to your notes, you may find it helpful to set **Writing** as the default input mode. If you prefer typed text, select **Typing**.

1. Tap **Start > Programs > Notes**.
2. In the note list, tap **Menu > Options**.
3. In the **Default mode** box, tap one of the following:
    *   **Writing** if you want to draw or enter handwritten text in a note.
    *   **Typing** if you want to create a typed note.
4. Tap **OK**.

To create a note
1. Tap **Start > Programs > Notes**. In the note list, tap **New**.
2. Tap the **Input Selector** arrow next to the **Input Method** icon on the menu bar, tap the input method you want, and enter your text.
3. If the **Input Selector** arrow is not displayed, tap the **Input Method** icon.
4. When finished, tap **OK** to return to the note list.

Notes • To select handwritten text, tap and hold next to the writing. As soon as dots appear, and before they form a complete circle, quickly drag across the writing.
  • If a letter crosses three ruled lines, it is treated as a drawing rather than text.

To draw in a note

1. Tap **Start > Programs > Notes**.

2. In the note list, tap **New**.

3. To draw on the screen, use the stylus like a pen.
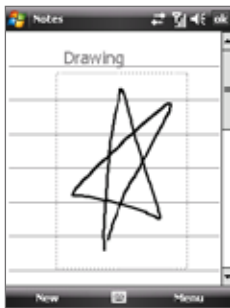
Drawing on the screen

4. A selection box appears around your drawing.

5. When finished, tap **OK** to return to the note list.

Note To select a drawing (for example, to copy or delete it), tap and hold the drawing briefly. When you lift the stylus, the drawing is selected.

Record a voice note

You can create a stand-alone recording (voice note) or you can add a recording to a note.

To create a voice note

1. Tap **Start > Programs > Notes**.
2. Do one of the following:
   - To create a stand-alone recording, record from the note list.
   - To add a recording to a note, create or open a note.
3. If you do not see the Recording toolbar, tap **Menu > View Recording Toolbar**.
4. Tap the **Record** icon (●) to begin recording.
5. Hold your device's microphone near your mouth or other source of sound.
6. Tap the **Stop** icon (■) when finished recording.
7. If you are adding a recording to a note, tap **OK** to return to the note list when finished.
8. If you are recording in an open note, an icon will appear in the note.
9. If you are creating a stand-alone recording, the recording will appear in the note list.

To change recording formats

1. Tap **Start > Settings > Personal** tab **> Input**.
2. Tap the **Options** tab, and select the desired format you want in the **Voice recording format** list.
3. Tap **OK**.

Note   You can also change recording formats from within Notes. In the note list, tap **Menu > Options > Global Input Options** link (at the bottom of the page), then tap the **Options** tab.

Chapter 7

Exchanging Messages

7.1 Messaging

Messaging is where your text messages (SMS), multimedia messages (MMS), and e-mails are located. When you receive new messages, you can open them from the Today screen. Simply tap the type of message that you want to open.

New messages
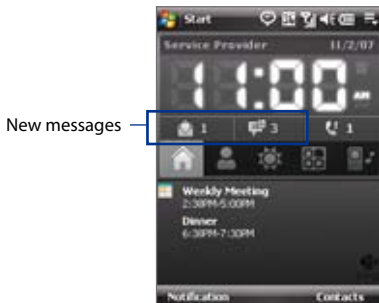
To select a messaging account
Do one of the following:

- Tap **Start > Messaging**. The Account Picker screen then appears where you can select an account.
- While you are in a message list of a certain account, for example SMS \ MMS, tap **Menu > Go To** to switch to other 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

7.2 **Text Messages**

Send short text messages (SMS) up to 160 characters long to other mobile phones.

Send text messages

To compose and send a text message

1. Tap **Start > Messaging > SMS \ MMS**.

2. Tap **Menu > New > SMS**.

3. Enter the mobile phone number of one or more recipients, separating them with a semicolon. To access mobile phone numbers from Contacts, tap **To**.

4. Enter your message.

   • To quickly add common messages, tap **Menu > My Text** and tap a desired message.

   • To check the spelling, tap **Menu > Spell Check**.

5. Tap **Send**.

Tips • To enter symbols, tap **Shift** using the on-screen keyboard then tap a symbol, or use the Symbol Pad. For more information about entering text and symbols, see Chapter 2.

• 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.

Receive text messages

Text messages are automatically received when the phone function is turned on. When the phone is turned off, text messages are held by your wireless service provider until the next time the phone is turned on.

Copy text messages from and to the SIM card

1. Tap **Start > Messaging > SMS \ MMS**.

2. In the message list, select the text message you want to copy.

3. Do one of the following:
   • To copy a text message to the SIM card, tap **Menu > Copy to SIM**.
   • To copy a text message from the SIM card to your device, tap **Menu > Copy to Phone**.

Note   Text messages stored on your SIM card are automatically displayed in the Inbox folder. Copying them to your device results in duplicate messages in the Inbox folder when your SIM card is in use.

7.3 MMS

Sending MMS messages to your friends and family is fun and easy. You can include pictures, video, and an audio clip in an MMS message.

Notes   • Please note that MMS is a charged service and has to be provisioned on your mobile account. Please contact your wireless service provider to have MMS provisioned as part of your calling plan.

   • Please make sure the size of MMS messages that you send is within the limits allowed by your wireless service provider.

To access MMS messages on your device
Tap **Start > Messaging > SMS \ MMS**.

Change MMS settings

When you purchase your device, it is already preset with your wireless service provider's MMS settings. If you accidentally lost the preset settings or you want to add another wireless service provider, you can configure the settings while composing an MMS message.

To configure MMS settings

1. Tap **Start > Messaging > SMS \ MMS**.

2. Tap **Menu > MMS Options**. The Settings screen then appears.

3. In the **Preferences** tab, select or clear the provided check boxes according to your needs. You can choose to download MMS messages in both your home and roaming network, keep track of your MMS messages, request a delivery or read receipt report, set the resolution for images that you send, and more.

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 following information, which you can get from your other wireless service provider:

- **Server name**. A descriptive name, such as your wireless service provider name.
- **Gateway**. Location of the MMS server, which is usually in the form of an IP address.
- **Port number**. HTTP port number used for connecting to the MMS server and for file transfer.
- **Server address**. URL address of the server where MMS messages are stored.
- **Connect via**. Select the connection that your device uses for MMS messages.

- **Sending size limitation**. Select the maximum MMS message size allowed by your wireless service provider.
- **WAP version**. Select either **WAP 1.2** or **WAP 2.0**, depending on which one is being used by your other wireless service provider.

5. Tap **OK**.

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.

• 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**.

Create and send 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**.
2. Tap **Menu > New > MMS**.
3. 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 always create a blank MMS message, select the **Always choose custom** check box.

4. In **To**, enter the recipient's phone number or e-mail address directly, or tap **To**, **Cc**, or **Bcc** to choose a phone number or an e-mail address from Contacts.
5. Enter a subject for your message.
6. Tap the **Insert** icon ( ) to select and insert a photo or video clip.

When selecting a photo or video clip, you can:

- Tap **Menu > View** to view it first, then tap **Select** to insert the selected photo or video clip into the MMS message you are composing.
- Tap [icon] to take a photo and insert it into the MMS message.
- Tap [icon] to record an MMS video clip and insert it into the MMS message.
- Tap the **Exit** icon ([X]) to quit selection and return to the MMS message.

7. Enter text and insert audio clips by tapping the respective areas. See "To add text to an MMS message" and "To add an audio clip to an MMS message" for details.

8. To add more slides, tap [icon] or tap **Menu > Slides > Insert Slide**. Repeat steps 5 and 6 to insert a photo/video, text, and audio into each slide that you added.

While on a slide, you can:

- Tap [icon] to preview the slide.
- Tap [icon] to go to the previous slide.
- Tap [icon] to go to the next slide.

9. While composing an MMS message, you can also do the following:

- Tap **Menu > Options > Background** to choose a background color from the list.
- Tap **Menu > Options > Text Layout**, then choose whether to place the text above, below, to the left or right of the photo/video.
- Tap **Menu > Options > Send Options** to specify the sending time, expiration, priority, category, and other settings for a message.
- Tap **Menu > Attachment** to include a contacts card, calendar appointment, or any file as an attachment.

10. Tap **Send** to send the MMS message.

Notes You can also send an MMS message directly from the Pictures & Videos or Camera program. Do one of the following:

- In Pictures & Videos, select a picture from My Pictures, and tap **Menu > Send via MMS**.
- Capture a photo or an MMS video clip using the camera, and tap the **Send** icon ( ). In the Send File dialog box, tap **Send via MMS**.

To create an MMS message from a template

While on an MMS message, tap **Menu > Template > Select a Template** to compose a message using a predefined template.

Note To save a message as a template, open the message and tap **Menu > Template > Save as Template**.

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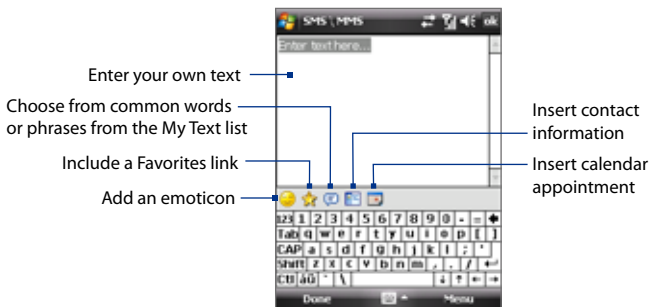
Tip To edit or delete a phrase on the My Text list, tap and hold a string, then tap **Edit** or **Delete** from the shortcut menu. To create and add a new phrase to the list, tap **New**.

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**.

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

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

   - Tap ▶ to play the audio clip.
   - Tap ⏸ to pause, or tap ⏹ to stop playback.
   - Tap **Select** to insert it into your MMS message.
   - Tap the **Exit** icon (✖) to quit selection and return to your MMS message.
   - To record a new audio clip and add it to your MMS message, tap ▦. The Record pop-up window then opens. Tap **Record** to start recording, and **Stop** to end the recording. Tap **Play** to listen to the recorded audio clip, then tap **Add**. The new audio clip is then inserted into your MMS message.

View and reply 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

Tap **Menu > Reply** to reply to the sender of the message, or tap **Menu > Reply All** to reply to all persons listed in To, Cc, and Bcc of the 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 MMS Detail screen, tap **Menu** > **Show Contact Details**.

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

5. Tap **Done**.

Tip   To view the numbers you have blacklisted, on the SMS \ MMS screen, tap **Menu > MMS Options > Blacklist** tab.

To unblock a phone number and allow the sender to send you MMS messages, remove the number from the Blacklist. Tap and hold the phone number in the Blacklist then tap **Delete**.

7.4 Types of E-mail Accounts

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

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

7.5 E-mail Setup Wizard

Windows Mobile's E-mail Setup Wizard lets you easily set up your personal and work e-mail accounts. You can add an e-mail account from an Internet Service Provider (ISP) or other e-mail provider as well as Web-based accounts such as Gmail®, Yahoo!® Mail Plus, AOL®, etc.

Note For more information about setting up your company Outlook e-mail account, see Chapter 8.

Set up your device to synchronize Microsoft® Office Outlook® e-mail with the computer

If you have installed the synchronization software on your PC 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, please 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 a wireless LAN or over-the-air connection with your company's Exchange Server. For more information about synchronizing with your company e-mail server, see Chapter 8.

Set up a POP3 or IMAP4 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 provider, or a Web-based account such as Gmail, Yahoo! Mail Plus, etc. You can also add a work account that you access using a VPN server connection as a POP3/IMAP4 account.

1. Tap **Start > Messaging > New E-mail Account**.
2. Enter your e-mail address, and select the **Try to get e-mail settings automatically from the Internet** check box. By selecting the option, the device attempts to download e-mail server settings so that you do not need to enter them manually. Tap **Next**.
3. After Auto Setup finishes, tap **Next**.

> **Note** If Auto Setup is unsuccessful, select **Internet e-mail** from the **Your e-mail provider** list on the next screen. You will also be asked to enter e-mail server settings during the setup process. See "To specify e-mail server settings" for details.

4. Enter your name. You can also edit the **Account display name** field to specify the name of your ISP or e-mail provider. Tap **Next**.

5. Enter your login name if it does not show automatically in the **User name** field. Also enter your password, and select the **Save password** check box. Tap **Next**.

6. At this point, e-mail setup is complete. 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."

7. 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 these 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 **Review all download settings** to choose download options, message format, and other settings.

Options	Description
Automatic Send/Receive	You can 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.

7.6 Using E-mail

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

Create and send messages

To compose and send a message

1. Tap **Start > Messaging** or press the MESSAGING button on your device, and then select an e-mail account.

2. Tap **Menu > New**.

3. Enter the e-mail address of one or more recipients, separating them with a semicolon. To access e-mail addresses stored in Contacts, tap **To**.

4. Enter a subject and compose your message. To quickly add common messages, tap **Menu > My Text** and tap a desired message.

5. To check the spelling, tap **Menu > Spell Check**.

6. Tap **Send**.

Tips • To enter symbols, tap **Shift** using the on-screen keyboard then tap a symbol, or use the Symbol Pad. For more information about entering text and symbols, see Chapter 2.

• To set the 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.

To add an attachment to a message

1. In the message that you are composing, tap **Menu > Insert** and tap the item you want to attach: **Picture**, **Voice Note**, or **File**.

2. Select the file you want to attach, or record a voice note.

Filter the Inbox message list

When the Inbox on your device is full of messages, it may be hard to browse and locate a desired message. You can filter your Inbox to only display the messages that contain a particular sender or subject you are searching for.

To filter your Inbox

- Enter the sender's name or e-mail subject you want to look for using the on-screen keyboard. As you tap the keys, the message list narrows down to the conditions you have set.

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

View and reply to messages

To read an incoming message

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

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

The message will be downloaded the next time you tap **Menu > Send/ Receive** to send and receive e-mail.

Notes • If your company is running Microsoft Exchange Server 2007, the message downloads immediately, without waiting until the next time you synchronize. For more information about working with company e-mails, see Chapter 8

• The size column in the message list displays the local size and server size of a message. Even when an entire message has been downloaded, these numbers may differ because the size of a message can vary between the server and the device.

To download an attachment

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

Notes • If there are multiple attachments in the message, all attachments are downloaded.

  • For information about setting your device to automatically download file attachments, see "Customize e-mail settings".

  • If your company is running Microsoft Exchange Server 2007, the attachment downloads immediately, without waiting until the next time you synchronize. For more information about working with company e-mails, see Chapter 8.

To reply to or forward a message

  1. Open the message and tap **Menu > Reply**, **Menu > Reply All**, or **Menu > Forward**.

  2. Enter your response. To quickly add common messages, tap **Menu > My Text** and tap a desired message.

  3. To check the spelling, tap **Menu > Spell Check**.

  4. Tap **Send**.

Tips • To see more header information, scroll up.

  • To always include the original message, from the list view, tap **Menu > Tools > Options > Message** tab, and select the **When replying to e-mail, include body** check box.

  • In the Outlook E-mail account, you will send less data if you do not edit the original message. This may reduce data transfer costs based on your rate plan.

To view and reply to HTML e-mails

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

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

  1. Set the message format to HTML. To find out how to set the message format, see "Customize e-mail settings".

2. Tap **Start > Messaging**, select your e-mail account, and open an HTML e-mail that you received.

3. Tap the **Tap to scroll right** option to be able to scroll sideways and get a complete horizontal view of the message.

4. Tap **Get the rest of this message** that's shown at the bottom of the message to download and view the whole message.

5. If the e-mail does not download immediately, tap **Menu > Send/ Receive**.

6. If images do not immediately appear on the message, tap **Internet pictures blocked** then tap **Download Internet pictures**.

7. Tap **Menu** and choose whether to reply to the sender(s) or forward the message.

8. Enter your response then tap **Send**.

Tip   E-mail can contain hyperlinks to Web pages.

Download messages
The manner in which you download messages depends on the type of e-mail account you have.

To send and receive e-mail for an Outlook account
1. Tap **Start > Programs > ActiveSync**.

2. Connect your device to your PC using the USB cable or Bluetooth.

Otherwise, connect wirelessly if you are synchronizing Outlook e-mail with the Exchange Server. For more information, see Chapter 8.

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

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

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

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

1. Tap **Start > Messaging** and tap your POP3 or IMAP4 e-mail account.

2. Tap **Menu > Send/Receive**. Messages on your device and e-mail server are synchronized: new messages are downloaded to the device Inbox folder, messages in the Outbox folder are sent, and messages deleted from the server are removed from the device Inbox.

Customize 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 **Download size limit**, select the desired e-mail size.
   - Under **Message format**, select **HTML** or **Plain text**.

5. Close ActiveSync and reconnect your device to the computer.

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

3. Keep tapping **Next** until you see **Message format** and **Message download limit** on the screen.

4. Change the options to your desired settings.

5. Tap **Finish**.

To exclude your e-mail address when replying to all

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

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

To automatically receive attachments on Outlook e-mails

1. Tap **Start > 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 **Start > Messaging**.
2. Tap **Menu > Options**.
3. Tap the name of your IMAP4 account.
4. Tap **Next** until you see **Download attachments** on the screen.
5. Select a download size from the **Download attachments smaller than** list box.
6. Tap **Finish**.

To store attachments on a 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 8

Working with Company E-mails and Meeting Appointments

8.1 Synchronizing Your Device 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 wirelessly and synchronize these information with your company's Exchange Server. You can also access your company address book anytime. Your company must have a mail server that is running Microsoft Exchange Server with Exchange ActiveSync.

Set up an Exchange Server connection

Before you can start to synchronize with or access information from the Exchange Server, you need to set up an Exchange Server connection on your device. You need to get the following information from your network administrator and enter them on your device:

- • Exchange Server name (must be the Outlook Web Access server name)
- • Domain name
- • User name and password that you use at work

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

1. Tap **Start > Messaging > New E-mail Account**.
2. Enter your e-mail address. Clear the **Try to get e-mail settings automatically from the Internet** check box, then tap **Next**.
3. Select **Exchange server** in the **Your e-mail provider** list, then tap **Next**.
4. Tap **Next** again.
5. In **Server address**, enter the Exchange Server name, and tap **Next**.
6. Enter your user name, password, and domain, and tap **Next**.

    Tip To change the rules for resolving synchronization conflicts, tap **Advanced**.

7. Select the check boxes for the types of information items that you want to synchronize with the Exchange Server.

8. To change synchronization settings of an information type, for example, E-mail, select the type of information, and tap **Settings**.

9. Tap **Finish**.

Note If you synchronized e-mails with your PC before, open ActiveSync on your device and tap **Menu > Add Server Source** to set up an Exchange Server connection. When you're prompted to select information types for synchronization, you need to clear the **E-mail** check box under the Windows PC item first before you can select the **E-mail** check box under Exchange Server.

Tip To change Exchange Server settings, open ActiveSync then tap **Menu > Configure Server**.

Start synchronization

Before you start synchronizing with the Exchange Server, make sure your device has been set up with a data connection to the Internet so that you can synchronize wirelessly. For more information about connections, see Chapter 10.

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

You can manually start synchronization anytime by tapping **Sync** in ActiveSync.

Note If you connect your device to your office computer via a USB or Bluetooth connection, you can use this connection to the PC to "pass through" to the network and download Outlook e-mails and other information to your device.

8.2 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. Please 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. With this feature, 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 GPRS/3G 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 enable Direct Push via Comm Manager
1. Tap **Start > Programs > Comm Manager**.
2. On the Comm Manager screen, tap the **DirectPush** button. The
   button turns to , which indicates that you will
   receive e-mails as they arrive.

   When the button is in the state, you need to manually
   retrieve your e-mails.

To enable Direct Push via ActiveSync
1. In ActiveSync on your device, tap **Menu > Schedule**.
2. Select **As items arrive** in the **Peak times** and **Off-peak times** boxes.
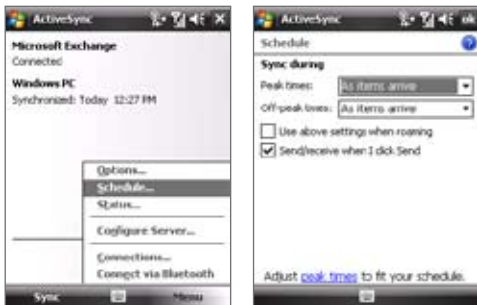
Notes When both the GPRS and Wi-Fi connections are turned on at the same time, the Direct Push feature will always opt for Wi-Fi.

Scheduled synchronization

If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook e-mail and information. Set how often to synchronize during **Peak times** (which usually refer to your working hours) when e-mail volume is high, as well as **Off-peak times** when e-mail volume is low.

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.

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 **Adjust peak times to fit your schedule**.

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. Tap **Start > Messaging > Outlook E-mail**.
2. Tap an e-mail message to open it.
3. By default, only the first few kilobytes of the message is shown. To download the whole e-mail, scroll to the bottom of the message then tap **Get the rest of this message**.
4. A "Downloading message" status appears. Wait for the remainder of the message body to be downloaded.

Tip   For information about changing e-mail sync options such as the initial download size limit for e-mail, see "Customize e-mail settings" in Chapter 7.

Search for e-mails on the Exchange Server

You can access messages that are not available on your device by searching your Microsoft Exchange Server mailbox. The search results will be 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. From the **Look in** list, choose whether to search from your inbox or outbox only or to search all folders.
6. Tap **Search**.

Flag your messages

Flags serve as a reminder for you to follow-up on important issues or requests that are indicated in the 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 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. Tap **Start > Messaging > Outlook E-mail**.
2. Select a message, or open a message.
3. Tap **Menu > Follow Up** and select one of the following options:
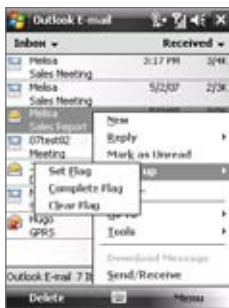
- **Set Flag** Mark the message with a red flag to indicate that it needs follow up.
- **Complete Flag** Mark the message with a check mark to indicate that the issue or request in the e-mail is already completed.
- **Clear Flag** Remove the flag to unmark the message.

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

Microsoft® Office 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. From the **I am currently** list, select **Out of the Office**.

4. Enter your auto-reply message then tap **Done**.

View a document linked to an e-mail message

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 view the document on your device.

Requirement 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.

1. On the Today screen, tap **Start > Messaging**.

2. Select an e-mail account, then open a message with a link to a SharePoint document.

3. Tap the link to open and view the document.

8.3 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. In Outlook Mobile, tap the meeting request e-mail to open it.

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**.
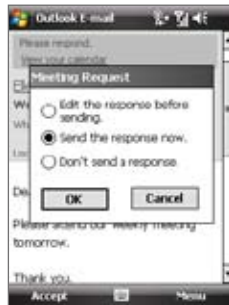
4. If you accepted the meeting request, it will automatically be added as an appointment in Calendar on your device.

To view the list of meeting participants

1. Tap **Start > Calendar**.

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

Notes
- For information about creating a meeting request, see "To send a meeting request" in Chapter 6.
- If you select a meeting that you have organized, the list shows who has accepted or declined the meeting.
- 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.

8.4 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 Exchange Server if you have never done so.

2. Do any of the following:
   - In Contacts, tap **Menu > Company Directory**.
   - In a new message, tap the **To** box (or tap **Menu > Add Recipient)** and tap **Company Directory**.

- In a new meeting request using Calendar, tap **Attendees** and then tap **Company Directory** at the top of the list.

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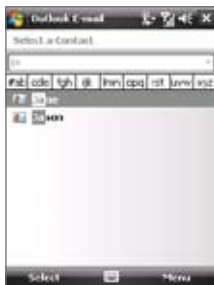
Notes • You can save a contact from the Company Directory to your device by selecting the contact then tapping **Menu > Save to Contacts**.

• 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.

8.5 E-mail Security

Windows Mobile® on your device protects your Outlook e-mails through Secure/Multipurpose Internet Mail Extension (S/MIME), which allows you to digitally sign and encrypt your messages.

Digitally signing a message applies your certificate with the authorization key to the message. This proves to the recipient that the message is from you and not from an imposter or a hacker, and that the message has not been altered.

Encryption protects the privacy of your message by converting it from plain, readable text into cipher (scrambled) text. Only the recipient who has the authorization key can decipher the message.

Requirement S/MIME encryption and digital signatures for Windows Mobile® powered devices are available only with Exchange Server 2003 SP2 or a later version that supports S/MIME. If you are not using one of these products, or have not yet synchronized, these options are unavailable.

Note You can encrypt a message with or without a certificate. However, to read an encrypted message, you need a valid certificate to decrypt it.

To individually sign and encrypt a new message

1. Tap **Start > Messaging > Outlook E-mail**.

2. Tap **Menu > New** to create a new message.

3. Tap **Menu > Message Options**.

4. From the **Security** list, select whether to encrypt only, sign the message only, or do both.

5. Tap **OK**.

To verify the digital signature on a signed message you receive

1. Open the Outlook e-mail message that has been digitally signed.

2. At the top of the message, tap **View Signature Status**.

3. Tap **Menu > Check Certificate**.

To view the details of the certificate in the message, tap **Menu > View Certificate**.

Note There can be several reasons why a digital signature is not valid. For example, the sender's certificate may have expired, it may have been revoked by the certificate authority, or the server that verifies the certificate is unavailable. Contact the sender to report the problem.

To digitally sign and encrypt all messages

You can set up ActiveSync to digitally sign and encrypt all outgoing messages. You must obtain a valid certificate to sign and encrypt e-mail messages successfully.

1. Tap **Start > Programs > ActiveSync**.

2. Tap **Menu > Options**.

3. Select the **E-mail** information type, and tap **Settings**. On the E-mail Sync Options screen, tap **Advanced**.
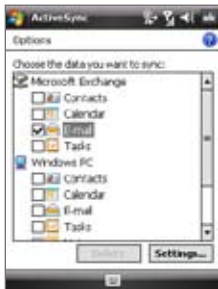
4. Do one or both of the following:

   • To sign all your outgoing e-mail messages so that recipients can be certain that the messages were sent by you and have not been altered in any way, select the **Sign all outgoing e-mail messages** check box.

   • To encrypt all your outgoing e-mail messages so that the contents of your messages are protected from being viewed by anyone other than the intended recipients, select the **Encrypt all outgoing e-mail messages** check box.

5. Tap **Choose Certificate** to select a certificate for signing or encrypting outgoing e-mail messages.

Set permissions on an e-mail message

Another way of protecting your e-mail messages is to send messages with restricted permissions using Information Rights Management (IRM).

Requirement   This works only with a Microsoft Outlook e-mail account and if your company is using RMS Server SP1.

1. Tap **Start > Messaging > Outlook E-mail**.
2. Create a message, then tap **Menu > Message Options**.
3. In **Permissions**, do one of the following:
   - To allow anyone to read the message, select **Unrestricted access**.
   - To prevent the message from being forwarded, printed, or copied, select **Do not forward**.
4. Tap **OK**.

Tip   An IRM-protected message received on your device can only be replied to or forwarded if the message permits it.

Chapter 9

Working with Documents and Files

9.1 Microsoft® Office Mobile

Office Mobile consists of three applications that let you create, edit and view Microsoft documents. These three applications are:

- **Microsoft® Office Word Mobile** is a streamlined version of Microsoft Word. Word documents created on your PC can be opened and edited on your device. You can also create and edit documents and templates in Word Mobile and save them as ***.docx**, ***.dotx**, ***.rtf**, and ***.txt** files.

- **Microsoft® Office Excel® Mobile** makes it easy for you to open and edit Excel workbooks and templates created on your PC. You can also create new workbooks and templates in Excel Mobile and save them as ***.xlsx** and ***.xltx** files.

- **Microsoft® Office PowerPoint® Mobile** lets you open and view (not create) slide show presentations, ***.ppt** and ***.pps** formats, created on your PC.

To open a Office Mobile program
Tap **Start > Office Mobile** and then select the Office Mobile program you want to open.

Notes • Word Mobile does not fully support some features of Microsoft Word such as revision marks and password protection. Some data and formatting may be lost when you save the document on your device. To see a complete list of features that are not supported in Word Mobile, see Help on your device.

• Excel Mobile does not fully support some features such as formulas and cell comments. Some data and formatting may be lost when you save the workbook on your device. To see a complete list of features that are not supported in Excel Mobile, see Help on your device.

9.2 Adobe® Reader® LE

Adobe® Reader® LE is an application for viewing PDF (Portable Document Format) documents on your device. It supports a subset of the features found in the PC versions of Adobe Reader.

To open Adobe Reader LE
Tap **Start > Programs > Adobe Reader LE**.

To open a PDF file on your device
Open File Explorer and find the desired PDF file, then tap the file to open it.

To navigate through a PDF document
When you are viewing a PDF document, you can do any of the following:
- Use the vertical and horizontal scroll bars (including the Up, Down, Right and Left arrow keys on the bars) to move to the desired direction of the page.
- Press NAVIGATION up/down/right/left to move to the desired direction of the page.
- Tap ◄ to move to the previous page; tap ► to move to the next page. Tap ◄◄ to jump to the first page; tap ►► to jump to the last page.
- Tap **Tools > Go To** to select the desired page to view.

To search for text in the document
1. Tap **Tools > Find > Text** or tap 🔍 on the toolbar.
2. Type in the text to be searched, then tap **Find**.
3. The matched text in the document will be highlighted.
4. To search for the next occurrence of the text, tap **Tools > Find > Next**.

To exit Adobe Reader LE
Tap **Menu > Exit**.

Tips
- Adobe Reader LE displays a bookmark pane for the PDF files that contain bookmarks. Tap the bookmarks to go to a specific section/page within the file.
- Adobe Reader LE supports password-protected PDF files with up to 128-bit encryption. When you open a password-protected PDF file, you will be prompted to enter the password before the file can be opened.

9.3 Copying and Managing Files

You can copy files between your device and PC, or copy files to a storage card that is inserted on your device. You can also efficiently manage your files and folders using File Explorer.

Copy files using Windows Mobile® Device Center or ActiveSync

Using Windows Mobile® Device Center or ActiveSync, you can copy files from your PC to your device and vice versa.

To copy a file between your device and the PC

1. Connect your device to the PC.

2. Click **File Management > Browse the contents of your device** in Windows Mobile Device Center or click **Explore** in ActiveSync on your PC. This opens Windows Explorer on your PC and displays the contents of your device.

3. To copy a file from your device to your PC:
   a. In Windows Explorer on your PC, browse your device and navigate to the file that you want to copy.
   b. Right-click the file, then click **Copy**.
   c. Locate the destination folder on your PC. Right-click the folder, then click **Paste**.

4. To copy a file from your PC to your device:
   a. On your PC, navigate to the folder that contains the file you want to copy.
   b. Right-click the file, then click **Copy**.
   c. Right-click the destination folder on your device, then click **Paste**.

Copying a file results in separate versions of a file on your device and PC. Because the files are not synchronized, changes made to one file will not affect the other. If you want file changes to be automatically updated on your device and PC, you can synchronize files between your device and PC. For more information about synchronizing with a computer, see Chapter 5.

Use File Explorer

File Explorer lets you browse the contents of folders on your device. The root folder on the device is named My Device. My Device is similar to My Computer on the PC and contains the My Documents, Program Files, Temp, Storage Card, and Windows folders, among others.

To use File Explorer

1. Tap **Start > Programs > File Explorer**.
2. Tap a folder or file to open it.
3. To return to an upper level folder, tap the Down arrow (▼) and select the folder.
4. To delete, rename, or copy a file quickly, tap and hold the file then choose the desired operation from the shortcut menu. To select multiple files, tap and drag over the desired files.

Store files to a storage card

To copy files to a storage card

1. Make sure the storage card is properly inserted into your device.
2. Tap **Start > Programs > File Explorer** and navigate to the appropriate folder.
3. Tap and hold the file you want to copy, and tap **Copy**.
4. Tap the Down arrow (▼) then tap **Storage Card** from the list.
5. Tap **Menu > Edit > Paste**.

To automatically save files on a storage card

In the Word Mobile, Excel Mobile, and Notes programs, you may find it helpful to save all new documents, notes, and workbooks directly on a storage card.

1. From the program file list, tap **Menu > Options**.
2. With a storage card inserted in your device, in the **Save to** box, select the appropriate storage card to automatically save new files on the storage card.
3. Tap **OK**.

Note In the file or note list, a storage card symbol (🔳) is displayed next to the names of files saved on a storage card.

9.4 ZIP

ZIP allows you to save memory and increase the storage capacity of your device by compressing files in the conventional ZIP format. You can view and extract archive files received from various sources. You can also create new ***.zip** files on your device.

Start ZIP and Open .zip files

You can use **ZIP** to either archive files or open an existing archive file on your device. Each time you start ZIP on your device, it searches for files that have the .zip file extension, and displays these files on the Archive List screen.

To start ZIP on your device
Tap **Start > Programs > ZIP**.

To open a ZIP file and extract files
  1. Open a file using any of the following:
  • Select a file and tap **File > Open Archive**.
  • Tap and hold a file and tap **Open Archive**.
  • Double-tap a file.

  Note   You cannot select multiple ZIP files.

  2. The files contained in the zip file are then displayed. Select files by doing one of the following:
  • Tap to select a file.
  • To select several files, tap **Menu > Action** and make sure **Multi-Select Mode** is selected. Select files by tapping each file. (Tap a selected file to deselect it).
  • To select all files, tap **Menu > Action > Select All**.

  3. Tap **Menu > Action > Extract**.

  4. Choose a folder in which files will be extracted to, then tap **Extract**.

To create a zip archive

1. Tap **File > New Archive**.
2. On the Save As screen, enter a zip file name and choose a folder in which to save the zip file. You can also choose whether the zip file will be saved on the device's main memory or a storage card.
3. Tap **Save**.
4. Tap **Menu > Action > Add**.
5. Double-tap the folder that contains the files you want to archive.
6. Select files by doing one of the following:
   • Tap to select a file.
   • To select several files, tap and hold on the screen, then select **Multi-Select Mode**. Select files by tapping each file. (Tap a selected file to deselect it).
   • To select all files, tap and hold on the screen, then tap **Select All**.
7. Tap **Add**.
8. Tap **Menu > File > Close Archive**.
9. After closing the zip file, you can tap **Find** to search for all zip files and display them on the Archive List screen.

9.5 Backing Up Data

Use **Sprite Backup** to back up data, which includes settings, files, contacts, and all other information, to a storage card or to a designated folder on your device.

This section describes the basics on how to install Sprite Backup and use it to back up and restore data on your device. For more information about this program, see Help on your device.

To install Sprite Backup

1. Make sure your device is connected to your computer via a USB cable.
2. Install Sprite Backup on your device from the PC using the Applications Disc. Follow the on-screen instructions on your computer to complete the installation.

3. After the installation is completed, the Setup Wizard on your computer will set up Sprite Backup on your device. Follow the on-screen instructions to complete the setup.

To open Sprite Backup
On your device, tap **Start > Programs > Sprite Backup**.

Sprite Backup can operate in two different modes: **Basic mode** and **Advanced mode**. The first time you run Sprite Backup, it will be in Basic Mode. To switch between the modes, tap **Options** then select the desired mode.
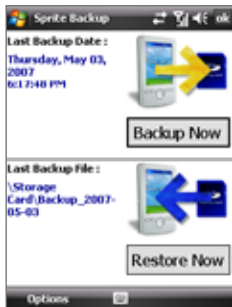
Basic mode

Advanced mode

Basic mode
Basic mode is the default mode, and allows you to easily back up your entire PDA phone with the tap of a button.

Note To change backup options or location, you will need to do it in Advanced mode.

To back up data in Basic mode
1. On the Basic mode screen, tap **Backup Now**.
2. Specify a password (between 6 to 15 characters in length) for the backup file. Enter this password twice, then tap **OK**.
3. Follow the on-screen instructions to complete the backup.

To restore data in Basic mode
1. On the Basic mode screen, tap **Restore Now**.
2. Enter the password for the backup file, then tap **OK**.
3. Follow the on-screen instructions to complete the restoration process.

Advanced mode

Advanced mode is designed for users with more advanced backup requirements. It provides a tree view of the data on your device from which you can select what items you want to back up or restore.

To back up data in Advanced mode
1. Tap **Options > Switch to Advanced Mode**.
2. The **Backup** tab of the Advanced mode screen shows a tree view of the data and files on your device. Tap the '+' symbol at the left of an item to view its sub-items. Use the check boxes to select or exclude items for backup.
3. Tap **Backup** and follow the on-screen instructions to complete the backup.

To restore data in Advanced mode
1. On the Advanced mode screen, tap the **Restore** tab.
2. If there is a most recent backup file, this file will be displayed with its contents. Otherwise, if you want to use an older backup file, tap ⬚ then select the desired file.

   If the backup file is password protected, the password must be entered before the backup file can be displayed in the tree view.
3. In the tree view, select the check boxes of items you want to be restored.
4. Tap the **Restore** button and follow the on-screen instructions to restore.

Note   In both the Basic and Advanced modes, Sprite Backup soft resets your device first before it begins the backup or restoration process. It soft resets again after the operation is completed.

Backup options

To change the backup location and file name

1. On the Advanced mode screen, tap the **Backup** tab.

2. Tap ⬚ then enter the backup file name and choose whether to save the file to the **Storage Card** or the **My Documents** folder on your device.

3. Tap **OK**.

To disable automatic file naming

1. Tap **Options > Backup Options > General Backup Options**.

2. Clear the **Name Backup Files Automatically** check box, then tap **OK**.

3. Before you perform a backup, tap ⬚ then specify a backup file name.

To schedule automatic backups

1. Tap **Options > Scheduled Backup**, then tap **Change Scheduling**.

2. Select the **Enable Scheduled Backup** check box, and set the frequency of backups to perform, date and time, and other options.

3. Tap **OK**.

To enable remote backups to the computer via ActiveSync

1. Tap **Options > Networking**.

2. Select the **Enable Remote Backup** check box.

3. Select **Via ActiveSync**, then tap **OK**.

4. Tap ⬚ then in the **Location** list, select **PC** and tap **OK**.

Chapter 10

Getting Connected

10.1 Comm Manager

Comm Manager acts like a central switch that lets you enable or disable phone features as well as manage your data connections easily.

To open Comm Manager
Tap **Start > Programs > Comm Manager**.
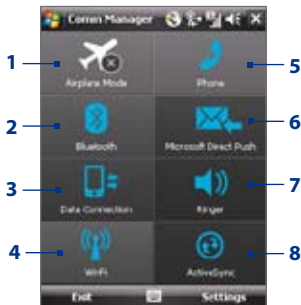
1 Tap to switch Airplane mode on or off. Turning on Airplane mode turns off the phone and Bluetooth functions. For more information, see "Airplane Mode" in Chapter 3.
2 Tap to toggle between turning on or off Bluetooth. Tap **Settings > Bluetooth** to configure Bluetooth on your device. See "Bluetooth" in this chapter for details.
3 Tap to disconnect active data connections (e.g. 3G or GPRS). You cannot reconnect a data connection in Comm Manager.
4 Tap to toggle between turning on or off Wi-Fi. Tap **Settings > Wireless LAN** to configure Wi-Fi on your device. See "Wi-Fi" in this chapter for details.
5 Tap to toggle between enabling or disabling the phone. Tap **Settings > Phone** to set the ring tone and other phone settings. See Chapter 4 for details.
6 Tap to toggle between automatically receiving (as items arrive) or manually retrieving Outlook e-mails. See Chapter 8 for details.
7 Tap to toggle between turning on the phone's ringer or setting the phone to vibration/mute mode.
8 Tap to open ActiveSync so you can synchronize the device and computer. See Chapter 5 for details.

10.2 **Connection Setup**

Connection Setup configures your device's data connections, such as GPRS, WAP, and MMS, for you so that you do not need to enter the settings manually onto your device. All you need to do is to select your network operator, then Connection Setup does all the configuration for you.

To automatically detect the network operator
The first time you power on your device, or when you insert a new SIM card and then power on your device, Connection Setup will display a notification message to inform you that it will automatically configure your device.
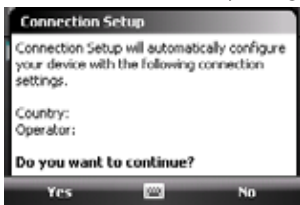
1. Tap **Yes** on the notification message.
2. If your SIM card supports multiple network operator profiles, the next message that appears will display network profile choices. Select the profile you want to use and tap **OK**.
3. Next, you will be asked if you want to automatically configure your device to the proper network settings. Tap **Yes**.

   Connection Setup then starts to configure your device's data connection settings.
4. After the Connection Setup completes the configuration, tap **Restart**.

To manually select the network operator
You can also manually select your network operator from Connection Setup's settings screen. Connection Setup will then reconfigure your device's data connections settings based on the operator that you selected.

1. Tap **Start > Settings > Connections** tab **> Connection Setup**.
2. Select the network **Country** and **Operator** you want to use and 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.

3. The next message that appears prompts you to confirm whether you want to configure the data connection settings based on the selected network. Tap **Yes**.

Connection Setup then starts to configure the data connection settings.

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

10.3 Ways of Connecting to the Internet

Your device's networking capabilities allow you to access the Internet or your corporate network at work through wireless and conventional connections. You can connect to the Internet through one of the following connections:

- Wi-Fi
- GPRS, EDGE, or 3G
- Dial-up
- Work connections, such as Virtual Private Network (VPN) and proxy connections

10.4 Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 300 feet (100 meters). 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.

Turn Wi-Fi on and off
1. Open the **Comm Manager**.
2. Tap the **Wi-Fi** button to turn on/off the wireless function. The WLAN icon indicates the wireless status.

 : Wi-Fi is turned on.

 : Wi-Fi is turned off.

3. Available wireless networks will be detected.

Connect to wireless networks

After Wi-Fi is turned on in Comm Manager, your device scans for available wireless networks in your area.

To connect to a wireless network

1. The network names of the detected wireless networks will be displayed on a popup message window. Tap the desired wireless network, then tap **OK**.

2. On the next pop-up message window, tap **The Internet** if the wireless network connects your device to the Internet. Otherwise, tap **Work** if the wireless network connects your device to a private network.

3. If the wireless network is secured by a network key, enter this key, then tap **Connect**.

Next time you use your device to detect wireless networks, you will not see the pop-up message windows again, and you will not be prompted to enter the network key of the previously accessed wireless network (unless you perform a hard reset which will erase custom settings on your device).

Note   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 check wireless network status

You can check the current wireless connection status from any of the following screens of your device:

- **Title bar**.

  When you enable Wi-Fi on your device, the Wi-Fi ON icon ( ) will appear on the title bar.

  After Wi-Fi is turned on, your device scans for available wireless networks and the wireless signal icon ( ) appears on the title bar. The arrows in this icon will move back and forth while your device is scanning for a wireless network signal. Once your device successfully connects to a wireless network, the arrows stop moving.

- **Wi-Fi Status screen**.

  Tap **Start > Settings > Connections** tab **> Wireless LAN > Main** tab to see the name of the wireless network that your device is currently connected to.

  The configuration and signal quality of the wireless network are also shown.
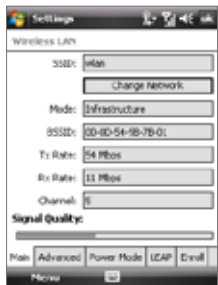
- **Configure Wireless Networks screen**.

  Tap **Start > Settings > Connections** tab **> Wi-Fi > Wireless** tab. This screen displays the wireless networks currently available.

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

  Tap a wireless network in the list to view or change its connection settings.

  You can also add new wireless networks, if available, by tapping **Add New**.

To save battery power while connected to a wireless network

Using Wi-Fi consumes battery power fast. Turn off Wi-Fi when not in use. You can also enable power saving settings.

1. Tap **Start > Settings > Connections** tab > **Wireless LAN**.

2. 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.

10.5 GPRS/3G

Use GPRS/3G (or EDGE, if available) to connect to the Internet and to send and receive MMS messages 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..

To add a new GPRS/3G connection

In times when you need to add another GPRS/3G connection on your device, obtain the **Access point name** from your wireless service provider. Also, check if a user name and password are required.

1. Tap **Start > Settings > Connections** tab **> Connections**.
2. Under **My ISP**, tap **Add a new modem connection**.
3. On the Make New Connection screen, enter a name for the connection.
4. In the **Select a modem** list, select **Cellular Line (GPRS , 3G)**, then tap **Next**.

5. Enter the Access point name, then tap **Next**.

6. Enter the user name and password, only if required.

7. Tap **Finish**.

Notes
- To view help information for any screen, tap the help icon ( ).
- To modify your connection settings, tap **Manage existing connections** on the Connections screen, and complete the connection wizard.

10.6 Dial-up and Other Connections

Dial-up

When you use your device to dial up to your Internet Service Provider (ISP) and connect to the Internet, you will be billed by the number of minutes that you use.

To set up a dial-up connection to your ISP

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

1. Tap **Start > Settings > Connections** tab **> Connections**.

2. Under **My ISP**, tap **Add a new modem connection**.

3. On the Make New Connection screen, enter a name for the 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.

7. Tap **Finish**.

Work network connections

A Virtual Private Network (VPN) connection allows you to access your company network through your device's Internet connection. Whereas a proxy connection lets you access the Internet using an existing connection to your corporate or WAP network.

To set up work network connections

1. Obtain the following information from your network administrator:
   - Server phone number
   - User name
   - Password
   - Domain (and other required settings, such as IP address)

2. Tap **Start > Settings > Connections** tab **> Connections**.

3. In **My Work Network**, follow the instructions for each type of connection.

4. Complete the connection wizard, then tap **Finish**.

10.7 Starting a Data Connection

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

To manually start a data connection

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

1. Tap **Start > Settings > Connections** tab **> Connections**.

2. Tap **Manage existing connections**.

3. Tap and hold the name of the desired connection, then tap **Connect**.

To disconnect active data connections

Tap **Start > Programs > Comm Manager**, then tap the **Data Connection** button ( ).

10.8 Internet Explorer® Mobile

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

To open Internet Explorer
- On the Today screen, tap **Start** > **Internet Explorer**.
- Press the INTERNET EXPLORER button on your device.

To go to a Web site

Enter the Web site address in the Address Bar, then tap .

Internet Explorer® menu

While browsing the Web, tap **Menu** to choose from a list of options, such as saving Favorites, changing the viewing size, and more. You can also tap and hold on a Web page to choose options from the shortcut menu.

Tap **Menu > Add to Favorites** to save the current Web page in your Favorites folder.

Tap **Menu > View** to select the text size and type of view.

Tap **Menu > Tools** and choose to send the current Web page link, view the page's properties, or set preferences.

To save an image from a Web page to your device, tap and hold the image then tap **Save Image**.

For more information about Internet Explorer Mobile, go to http://www.microsoft.com/windowsmobile/help/pocketpc/browseinternet.mspx

10.9 Windows Live™

Windows Live™ gives you full Internet experience on your device. It helps you to find information, pursue your interests, and get in touch with friends and family on the Internet easier.

Windows Live™ offers the following key features:

- **Live Search Bar**, which lets you search for information on the Web.
- **Live Messenger**, the next generation of MSN Messenger Mobile.
- **Live Mail**, the next generation of Hotmail.
- **Live Contacts**, your address book for storing Live Mail, Live Messenger and Hotmail contacts.

Set up Windows Live™

The first time you use Windows Live™, sign in by using your Windows Live ID, which is your Windows Live Mail or Hotmail address, and password.

To set up Windows Live for the first time

1. Tap **Start > Programs > Windows Live**.

2. Tap **Sign in to Windows Live**.

3. On the next screen, tap the links to read the Windows Live™ Term of Use and the Microsoft Privacy Statement. After reviewing them, tap **Accept**.

4. Enter your Windows Live™ Mail or Hotmail address and password, select the **Save password** checkbox, then tap **Next**.

5. Choose whether or not to show Windows Live™'s search bar and applications on the Today screen then tap **Next**.

6. 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 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..

7. Tap **Next**.

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

The Windows Live interface

On the main interface of Windows Live, you will see a search bar, navigation bar, and an area where you can customize to show your picture.

1 This is the Live Search Bar.
2 Tap the Left or Right arrow to switch between Windows Live Messenger, Live Mail, and Sync status.
3 Tap to access Windows Live Messenger settings.
4 Tap **Menu** to access and change settings.

Tip If you chose to display the search bar and Windows Live applications on the Today screen when you were setting up Windows Live, you'll also see them on the Today screen: To show or hide them from the Today screen, open Windows Live and tap **Menu > Options > Today screen options**.

Windows Live Messenger

With this mobile version of **Windows Live Messenger**, you enjoy many of the same cool features that you get from the desktop version, which include the following:

- Instant messaging via text and voice
- Multiple conversations
- Add emoticons
- Contact list with presence
- Send and receive files including photos
- Change status/display name
- View contacts by online status, groups, and more
- Send messages even when a contact is offline

Note Before you can use Windows Live Messenger Mobile, 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.

Launch the messenger and sign in

To open Windows Live Messenger Mobile

- Tap **Start > Programs > Messenger**; or
- On Windows Live™ or the Today screen, tap the Left or Right arrow until you see **Messenger**, then tap it.

To sign in and out

1. Tap **Sign in** on the messenger screen.
2. If this is your first time to sign in, a message appears to inform you that your messenger contacts will be added to the contact list on your device. Tap **OK** to add them.

   Signing in may take several minutes, depending on your connection speed.
3. To sign out, tap **Menu > Sign Out**.

To start and end conversations

1. In the contact list, select a contact then tap **Send IM** to open a message screen.

2. Enter your text message in the text entry area of the message screen.

3. To add an emoticon, tap **Menu > Add emoticon** then tap an icon from the list of emoticons.

4. Tap **Send**.

5. To end a conversation with the current contact, tap **Menu > End conversation**.

Tips • To send a file, tap **Menu > Send**. You can choose to send a picture, voice clip or any file.

 • To invite one or more contacts to the conversation, tap **Menu > Options > Add participant**.

 • To send a voice message, tap Voice Clip on a message screen then start talking. After you have spoken a message, tap **Send**.

Add Windows Live contacts
You can add new Windows Live contacts in Live Messenger or in Contacts.

To add a Windows Live contact in Live Messenger

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

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

To add a Windows Live contact in Contacts

1. Tap **Start > Contacts**.

2. Tap **New** then tap **Windows Live**.

3. In the **IM** box, enter the e-mail address of the contact, which can be a Windows Live ID or any other e-mail address.

   Tip You can fill in other information about the contact, if desired. This is not absolutely necessary if you will communicate with the contact only through Windows Live Messenger or Live Mail.

4. Tap **OK**.

5. Follow the remaining instructions to add the new contact to your Windows Live contact list.

10.10 Using Your Device as a Modem (Internet Sharing)

Internet Sharing connects your PC or notebook computer to the Internet by using your device's data connection (GPRS or EDGE, for instance). You can choose to connect via USB or Bluetooth.

Follow the procedure in this section to set up your device as a USB modem. To learn how to set up your device as a Bluetooth modem, see "Use your device as a Bluetooth modem" in this chapter.

Notes • Make sure your device has a SIM card installed, and your device has a GPRS or phone 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.

• If you want to use a USB cable connection, you must first install Windows Mobile Device Center or Microsoft ActiveSync version 4.5 or later on the computer.

• 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. On your device, tap **Start > Programs > Internet Sharing**.

2. In the **PC Connection** list, select **USB**.

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

4. Plug in the USB cable between your device and the computer.

5. Tap **Connect**.

To end the Internet connection
On the Internet Sharing screen, tap **Disconnect**.

10.11 Bluetooth

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 modes

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.
- **Off**. Bluetooth is turned off. In this mode, you can neither send nor receive information using Bluetooth. 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.
- **Visible**. Bluetooth is turned on, and all other Bluetooth-enabled devices can detect your device.

Note   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.

To turn Bluetooth on and make your device visible

1. On your device, tap **Start > Settings > Connections** tab **> Bluetooth > Mode** tab.
2. Select the **Turn on Bluetooth** and **Make this device visible to other devices** check boxes.
3. Tap **OK**.

Bluetooth partnerships

A Bluetooth partnership is a relationship that you create between your device and another Bluetooth-enabled device in order to exchange information in a secure manner.

To create a Bluetooth partnership

1. On your device, tap **Start > Settings > Connections** tab **> Bluetooth**.
2. On the **Devices** tab, tap **Add new device**. Your device searches for other Bluetooth devices and displays them in the box.

   3. Tap the desired device name in the box.

   4. Tap **Next**.

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

   6. Tap **Next**.

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

   8. The name of the paired device is then displayed. You may edit and enter a new name for that device.

   9. Select the check boxes of services that you want to use from the paired device.

   10. Tap **Finish**.

Note   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 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 a passcode (the same passcode that is entered on the device requesting the partnership) to establish a secure connection. The passcode must be between 1 and 16 characters.

   4. Tap **Next**.

   5. Tap **Finish**. 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 Settings screen, then tap **Edit**.

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

Connect a Bluetooth hands-free or stereo headset

For hands-free phone conversations, you can use a Bluetooth hands-free headset such as a car kit with your device. Your device also supports A2DP (Advanced Audio Distribution Profile) which means that you can use a Bluetooth stereo headset for hands-free phone conversations and 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 manufacturer's documentation to find out how to set the headset in visible mode.

2. Tap **Start > Settings > Connections** tab.

3. Tap **Bluetooth > Devices** tab > **Add new device**. Your device searches for other Bluetooth-enabled devices and displays them in the list.

4. Tap the name of the Bluetooth headset, then tap **Next**.

5. Enter the passcode of the Bluetooth headset, then tap **Next**.

6. Make sure the **Hands Free** check box is selected. If you have a Bluetooth stereo headset, also make sure **Wireless Stereo** is selected.

7. Tap **Finish**.

   While the Bluetooth stereo headset is connected, the **Headset** icon (🎧) will appear on the title bar.

Note If the Bluetooth stereo headset becomes disconnected, turn the headset on and repeat steps 1 to 3 above. Tap and hold the name of the Bluetooth stereo headset and tap **Set as Wireless Stereo**.

Beam information using Bluetooth

You can beam information, such as contacts, calendar items, and tasks, as well as 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. Next, set Bluetooth on your computer to visible mode, create a Bluetooth partnership, then enable your computer to receive Bluetooth beams.

   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.

   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 at the bottom-right of your computer screen and select **Receive a File**.

3. Now you are ready to beam. 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 beam.

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.

To beam information to a Bluetooth-enabled device such as another Windows Mobile powered device, follow steps 1 to 5 in the above procedure.

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 beam**s check box is selected.

Bluetooth Explorer and Bluetooth file sharing

Bluetooth Explorer searches for other Bluetooth devices that have file sharing enabled and lets you access their Bluetooth shared folder. You can copy files from and to their shared folder, and create subfolders in it. When you enable **Bluetooth file sharing** on your device, other Bluetooth-enabled devices will also be able to access your Bluetooth shared folder.

To enable Bluetooth Explorer and Bluetooth file sharing on your device

1. Tap **Start > Settings > Connections** tab **> Bluetooth > FTP** tab.

2. Select the **Enable Bluetooth Explorer** check box. This makes the **\Bluetooth** device folder visible in the File Explorer.

3. Select the **Enable File Sharing** check box.

   You can use the default Bluetooth shared folder, or tap **Browse** to use another folder as your shared folder.

To use Bluetooth Explorer

1. Bluetooth Explorer is integrated with the File Explorer program. You can open it by tapping **Start > Programs > Bluetooth Explorer** or by tapping Down arrow (▼) on the upper left of File Explorer then tapping **Bluetooth**.

2. Bluetooth Explorer then scans for other Bluetooth devices that have file sharing enabled. From the list, tap to select a Bluetooth device you want to connect to. You may need to enter a passcode in order for you to connect to the selected device.

3. If there are files contained in the Bluetooth shared folder on the other device, you will be able to see them on the Bluetooth Explorer screen.

   Select one or more files, then tap **Menu > Edit** and choose to cut or copy the files.

4. Tap **Up** twice.

5. Navigate to the folder where you want to paste the files on your device, then tap **Menu > Edit > Paste**.

Use your device as a Bluetooth modem

You can connect your device to a notebook or desktop computer through Bluetooth and use the device as a modem for the computer.

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.

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.

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

   3. Tap **Start > Programs > Internet Sharing**.

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

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

   6. 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**.

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

Print files via Bluetooth

Connect your device to a Bluetooth printer to print contact information, appointment details, messages, 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 turn on Bluetooth, tap **Start > Programs > Comm Manager** and then tap the **Bluetooth** button.

To print contact information
1. Tap **Start > Contacts** and then select the contact whose information you want to print.
2. Tap **Menu > Print via Bluetooth**.
3. Tap **Menu > Search Device**. Your device starts to search for Bluetooth devices.
4. Select the Bluetooth printer and tap **Menu > Send File**.
5. Set the printing options you want and then tap **Print**.

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

To print a message
1. Tap **Start > Messaging** and then select the messaging account where the message you want to print is located.
2. Select the message you want to print.
3. Follow steps 2 to 5 in the "To print contact information" procedure.

To print a JPEG file
1. Do one of the following:
- In Pictures & Videos, select the JPEG file and then tap **Menu > Print via Bluetooth**.
- In File Explorer, tap and hold the JPEG file and then on the menu, tap **Print via Bluetooth**.
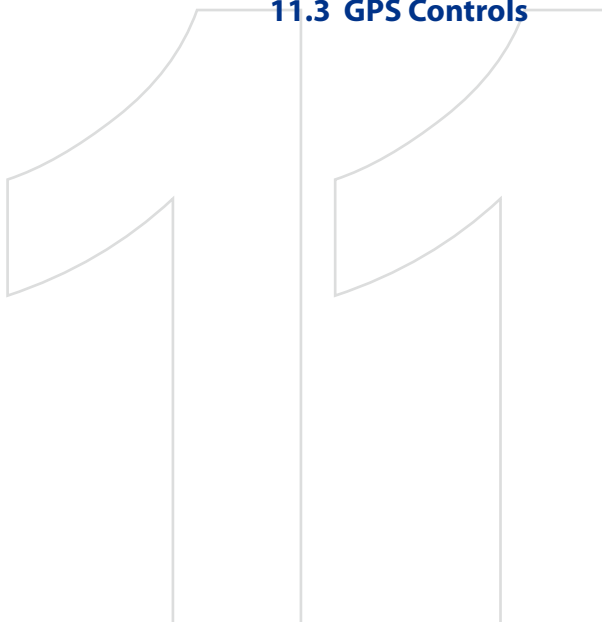2. Follow steps 3 to 5 in the "To print contact information" procedure.

Chapter 11

## Using GPS

11.1 Guidelines and Preparation for Using GPS

- Do not operate the GPS system while driving.

- The plotted GPS route is only for driving references. It should not affect actual driving behavior.

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

- When using inside a vehicle, please utilise the car holder to mount the device securely in place. Please avoid the areas shown in the following diagram:
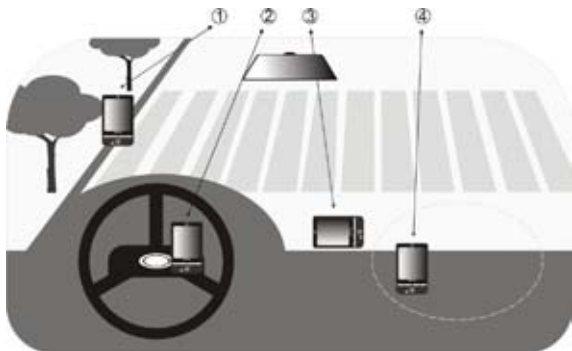
1. Do not place where it will block the driver's vision.
2. Do not place at where the air bags are.
3. Do not place anywhere in the vehicle without securing in the holder.
4. Do not place where the air bags could deploy.

- The GPS signal cannot pass through solid non-transparent objects. Signal reception may be affected due to obstructions such as high-rise buildings, tunnels, bridges, forests, bad weather (rainy or cloudy days), etc.

- 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. To have better signal reception, try connecting your device to an external GPS antenna.

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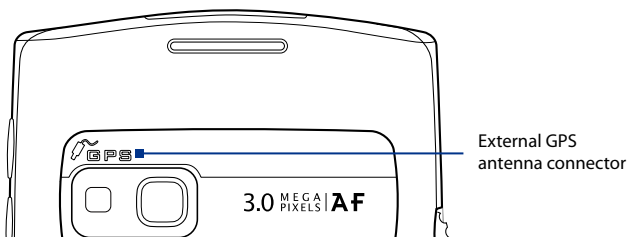
- The Global Positioning System (GPS) is built and operated by the US Defense Department. The Department is responsible for the accuracy and maintenance of the system. Any changes that the Department makes may affect the accuracy and function of the GPS system.

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

- Please do not leave your device in the vehicle and expose to direct sunlight to avoid overheating the battery that could pose damage to the device or risk to the vehicle.

11.2 Downloading Satellite Data via QuickGPS

Before you start to use your device for GPS navigation, open the **QuickGPS** program first to download Ephemeris data (current satellite position and timing information) onto your device. This data is needed to determine the GPS position of your current location.

QuickGPS downloads Ephemeris data from a Web server, instead of from the satellites, using the Internet connection on your device, which can be via ActiveSync or GPRS. This significantly speeds up the time for determining your GPS position.

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 to be 3 days. As days and time pass, the remaining days and time of validity will be shown.

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

Download options

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

- **Remind me when data expires**. Enables your device to display a reminder message when the validity of the Ephemeris data has expired.

  When you see the reminder message, tap **Menu** to dismiss the reminder or to set the snooze time so that you will be reminded again. Tap **OK** to open the QuickGPS program and download the latest data.

- **Autodownload when data expires**. Allows Ephemeris data to be automatically updated onto your device when the data has expired.

- **Autodownload when connected to PC via ActiveSync**. Allows Ephemeris data to be automatically downloaded via ActiveSync to your device when your device is connected to your computer. Your computer must be connected to the Internet in order to download data.

  Note The Ephemeris data are stored on HTC Web servers. QuickGPS is preconfigured to connect to these servers.

11.3 GPS Controls

When a map or menu is shown on the GPS software, use the following controls on your device to navigate:

- On the Map Browser screen, press NAVIGATION up to zoom in, press NAVIGATION down to zoom out on a map.
- Use the NAVIGATION CONTROL to scroll through items in a menu. Press the ENTER button to select a menu item and open the corresponding screen.
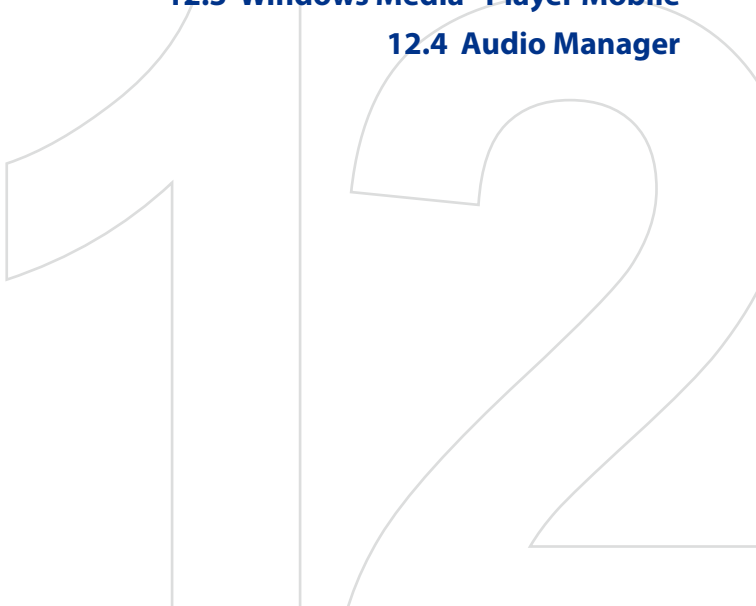- On the Driving View screen, Press NAVIGATION up to zoom in, press NAVIGATION down to zoom out on a map.

Chapter 12

Experiencing Multimedia

12.1 **Camera**

Taking photos and recording video clips along with audio are easy with your device's built-in camera.

To open the Camera screen

- Press the CAMERA button on your device.
- Tap **Start > Programs > Camera**.

The screen orientation automatically switches to landscape mode when you open Camera.

CAMERA button

To exit the Camera

- Tap the **Exit** icon (✕) on the Camera screen.
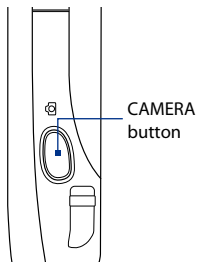
Capture modes

The camera on your device allows you to capture pictures and video clips by using various built-in modes that provide you flexibility in taking your shots. The Camera mode is set to the **Photo** capture mode by default. The upper left corner of the screen displays the active capture mode.

To change the capture mode

- Tap the left or right arrows next to the mode icon.
- Press NAVIGATION right or left (in landscape orientation).
- Scroll the Jog Wheel.

Tap to change the capture mode.

You can select from the following capture modes:

Icon	Capture Mode
	Photo: Captures standard still images.
	Video: Captures video clips, with or without accompanying audio.
	MMS Video: Captures video clips suitable for sending with MMS messages.
	Contacts Picture: Captures a still image and gives you the option to immediately assign it as a Photo ID for a contact.
	Picture Theme: Captures still images and places them within frames.
	Panorama: Captures a sequence of still images continuously in one direction, and stitches the images to create a panoramic view of a scene.
	Sports: Captures consecutive photo shots (3, 5, 7, or 10).
	Burst: Captures a sequence of still images (maximum 30) as long as the CAMERA button, Jog Wheel, or the ENTER button on the NAVIGATION Control is kept pressed.
	GPS Photo: Captures still images of your current geographical location using the built-in GPS.

File formats supported

Using the available capture modes, the camera in your device captures files in the following formats:

Capture type	Format
Photo / Contacts Picture / Picture Theme / Panorama / Sports / Burst / GPS Photo	JPEG
Video / MMS Video	H.263 (.3gp) ; MPEG-4 (.mp4)

Camera controls

The camera comes with an auto-focus function to let you capture sharp and crisp photos and videos of your subjects. Depending on the option you have chosen in **Shoot Option**, you will need to either press the CAMERA button half-way or all the way to take a photo or to start capturing video.

When you press the CAMERA or ENTER button, the Camera starts to focus on the subject, indicated by a flashing bracket (![bracket]). When focus is set, the bracket changes to a steady green bracket (![green bracket]).

Note The Shoot Option only applies to the CAMERA button. Pressing the ENTER button automatically takes the shot.

To take photos and video clips

- Press the CAMERA button, ENTER button, or the Jog Wheel to take a photo or contacts picture.
- Press the CAMERA button, ENTER button, or the Jog Wheel to start recording video; press it again to stop recording.
- Press the CAMERA button, ENTER button, or the Jog Wheel when taking each shot in Picture Theme or Panorama mode.
- Press the CAMERA button, ENTER button, or the Jog Wheel to take consecutive shots in Sports mode, then move your device to follow the movement of your subject.
- Press and hold the CAMERA button, ENTER button, or the Jog Wheel when taking consecutive shots in Burst mode. Release the button to stop taking shots.

On-screen controls and indicators

The on-screen controls and indicators appear on the Camera screen for a short duration, and then they disappear automatically from the screen to offer you a distraction-free view of the image that you intend to capture. To view the controls and indicators again, touch or tap the screen.

Photo mode　　　　　　　　**Video mode**
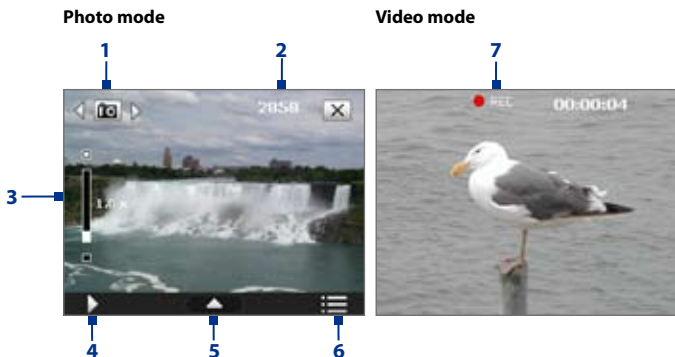
1. **Mode Switching control**. Tap the left/right arrow (/) on the screen to switch the capture mode.
2. **Remaining information indicator**. In Photo, Contacts Picture, Picture Theme, Panorama, Sports, Burst, and GPS Photo modes, this shows the remaining, available shots of pictures based on current settings.
   In Video and MMS Video modes, this shows the remaining duration that can be recorded. While recording video, this shows the recorded duration.
3. **Zoom control**. Tapping / on the screen allows you to zoom in or zoom out.
   - **Note**　This control only appears when zooming is supported by the **Resolution** you have selected.
   - **Tip**　You can also press NAVIGATION up/down (in landscape orientation) to zoom in and out.
4. **Album**. Tap to view photos and videos on your device and/or storage card.
5. **Quick Settings Panel**. Tap to open the Quick Settings Panel. See "Quick Settings Panel" for details.
6. **Menu**. Tap to open the Camera Settings screen.
7. **Recording indicator**. This shows a red, flashing indicator while video recording is in progress.

8 **9**

Picture Theme mode   Sports mode

- **8** **Template Selector icon**. In Picture Theme mode, tap to toggle among the different templates.

- **9** **Progress indicator**. In Picture Theme, Panorama, Sports, and Burst modes, this shows the number of consecutive shots.

- **10** **Exit**. Tap ⊠ to exit the Camera program.

- **11** **GPS Signal Indicator icon**. In GPS Photo mode, 🔵 indicates that the GPS service is connected and ready, while 🔴 indicates that the GPS service is disconnected or not available.

11

Quick Settings Panel

The Quick Settings Panel provides a quick way of adjusting the most common camera settings. Tap the screen to open the Quick Settings Panel. Keep tapping a button on the panel, for instance, **Resolution**, to cycle through the available settings.

Note   The available settings on the menu depend on the Capture mode selected.

1 **Resolution**. The resolution icon indicates the current resolution. Tap to toggle among the different resolution options:
   ⬛ / ⬛ / ⬛ / ⬛ / ⬛ / ⬛

2 **Storage**. Tap to toggle between saving captured photos or video clips on the device memory ⬛ or on the built-in flash storage card, called **NAND Flash** ⬛. You can also save the captured photos and video clips on a storage card if you have installed a storage card on your device. In such a case, tap **Storage Card 1** or **Stoarge Card 2**.

3 **Flash Light**. Tap ⬛ to turn on or ⬛ to turn off the flash light that is located at the back of the device.The Flash Light option is available for Photo, Contacts Picture, Picture Theme, Panorama, and GPS Photo capture modes.

4 **Self-timer**. Tap to set the self-timer to **2 seconds**, **10 seconds**, or **Off** when in the Photo or Contacts Picture mode. When you press the Jog Wheel, CAMERA button, or ENTER button to capture a still image, it starts to count down, and then captures a still image after the assigned time.

5 **Brightness**. Tapping the minus/plus icon (⬛ / ⬛) decreases or increases the brightness level.

6 **White Balance**. White balance enables the camera to capture colors more accurately in different lighting conditions. White balance settings include Auto (⬛), Daylight (⬛), Night (⬛), Incandescent (⬛), and Fluorescent (⬛).

Zooming

Before taking a picture or shooting video, you can zoom in on your subject by pressing NAVIGATION up (landscape orientation) on your device or by tapping the Zoom In button ( ) above the Zoom Bar. When the zooming limit is reached, you will hear a beep. To zoom out, press NAVIGATION down (landscape orientation) or tap the Zoom Out button ( ).

The camera zoom range for a picture or a video clip depends on the capture mode and resolution. The following is a summary:

Capture mode	Capture size setting	Zoom range
Photo / GPS Photo	3M (1536 x 2048)	No zooming available
	2M (1200 x 1600)	No zooming available
	1M (960 x 1280)	1.0x to 2.0x
	Large (480 x 640)	1.0x to 2.0x
	Medium (240 x 320)	1.0x to 4.0x
	Small (120 x 160)	1.0x to 8.0x
Video	CIF (352 x 288)	1x and 2x
	Large (320 x 240)	1x and 2x
	Medium (176 x 144)	1x and 2x
	Small (128 x 96)	1x and 2x
MMS Video	Medium (176 x 144)	1x and 2x
	Small (128 x 96)	1x and 2x
Contacts Picture	Large (480 x 640)	1.0x to 2.0x
	Medium (240 x 320)	1.0x to 4.0x
Picture Theme	Determined by the current template	Depends on the size of the template currently loaded
Panorama	Large (480 x 640)	1x and 2x
	Medium (240 x 320)	1x, 2x and 4x
	The final stitched image size varies depending on the capture size and panorama direction setting.	
Sports	Large (480 x 640)	1x and 2x
	Medium (240 x 320)	1x, 2x and 4x
Burst	Large (480 x 640)	1x and 2x
	Medium (240 x 320)	1x, 2x and 4x

Note The zoom control only appears onscreen when zooming is supported by the **Resolution** you have selected.

The Review screen

After taking a still image or recording a video clip, you can view, send, or delete the image or video clip on the **Review screen**.

You can also tap the following icons at the bottom of the Review screen:

Icon	Function
Back	Return to the live Camera screen.
Delete	Remove the captured image or video.
Send	Send via e-mail or MMS.
View	View the image in the Pictures & Videos program, or play the captured video in Windows Media® Player.
Assign to Contacts	Associate the photo to a selected contact.
Browse	After capturing in Sports or Burst mode, the total number of consecutive shots is shown in the top right corner of the Review screen. Tap the up/down arrow to browse through the sequence of photos.

Camera settings

Tap the Menu icon (📇) to open the Camera Settings screen. The Camera Settings screen allows you to configure capture and camera settings.

The Camera settings consist of two tabs: **Capture Settings** and **Advanced**. Use the **Capture Settings** tab to adjust options for your selected capture mode; Use the **Advanced** tab to set the Camera program preferences.

You can either tap on-screen or press the NAVIGATION Control buttons to navigate the Camera Settings screen.

Capture Settings tab

The available options on this tab depend on the capture mode selected.

- **Template** (Picture Theme). Select a template to use.

- **Effect**. Choose a special effect such as Grayscale, Sepia, etc., to apply to your photos or video clips.

  Note **White Balance** cannot be applied if an **Effect** has already been applied.

- **Time Stamp** (Photo, Sports, Burst, and GPS Photo modes). Choose whether or not to include the shooting date and time on captured photos.

- **Quality** (Photo, Contacts Picture, Panorama, Sports, Burst, and GPS Photo modes). Select the JPEG image quality level for all captured still images. You can choose from **Basic**, **Normal**, **Fine**, and **Super Fine**.

- **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. Choose either **Center Area** to measure light using the center area of the image or **Average** to measure light using the area all around the image.

- **Storage**. Select where you want to save your files. You can either save the files to the **Main memory**, **NAND flash**, or to a storage card.

- **Capture Speed** (Burst and Sports modes). This determines the interval between shots. **Fast** captures consecutive shots at the shortest interval.

- **Snapshots** (Sports mode). Select the number of consecutive shots to capture.

- **Direction** (Panorama mode). Choose in what direction images will be stitched in a panorama.

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

- **Grace Period**. (GPS Photo). Select the amount of time (None, 3 minutes, 10 minutes) during which you can capture photos or video clips without having an active GPS signal on your device. After this duration is over, you will be prompted to reinitiate the GPS signal if it is disconnected or broken. If the GPS signal is not restored, the capture mode changes to Photo.

Advanced tab

The available options on this tab depend on the capture mode selected.

- **Capture Format**. Select the desired file format.

- **Shutter Sound**. Choose whether or not you want the camera to make a shutter sound when you press the Jog Wheel, ENTER button, or CAMERA button to take photos or record video clips.

- **Shoot Option**. The camera comes with an auto-focus feature that is activated when the CAMERA or ENTER button is pressed. Selecting **Full Press** requires you to press the CAMERA button all the way to take the shot after auto-focus is set. Selecting **Half Press** automatically takes the shot after auto-focus is set.

    Note This option only applies to the CAMERA button. Pressing the ENTER button or Jog Wheel automatically takes the shot.

- **Grid** (Photo and GPS Photo modes). Choose whether or not to show a grid on the Camera screen. Showing a grid helps you frame and center your subject more easily and accurately.


Grid marks

- **Keep Backlight**. Choose whether to turn the backlight on or off while using the camera. Setting this to **On** overrides your device backlight settings while you are using the camera.

- **Review Duration**. Set a time length for displaying the captured image/video on the Review screen. Select **No Limit** if you do not want to impose a time limit. Select **No Review** to immediately return to the live Camera screen after capturing and saving.

- **Flicker Adjustment**. When taking indoor shots, flicker on the camera screen may be caused by inconsistencies between the vertical scan rate of the camera display and the flicker frequency of fluorescent lighting. To reduce flicker, you can change the flicker adjustment setting to **Auto** or to the proper frequency (**50Hz** or **60Hz**) of the power in the country where your device is being used.

- **Record with Audio** (Video and MMS Video mode). Select **On** to record audio with the captured video clips, or select **Off** to capture video without audio.

- **Prefix**. When **Default** is selected as the prefix, the file name of each new captured file is set to "IMAGE" or "VIDEO" followed by a sequential number, for example: IMAGE_001.jpg. You may also choose to name files using either the current **Date** or **Date & Time** as the prefix.

    Note If you set the Camera to save captured photos to a storage card, the prefix cannot be selected. Captured photos will be named using the convention IMAGnnnn.jpg (where 'nnnn' is the counter) which is the DCIM (Digital Camera Images) naming standard, and will be saved to the \DCIM\100MEDIA folder on the storage card.

- **Counter**. To reset the file naming counter back to 1, tap **Reset**.
- **Recording Limit** (Video mode). Set the maximum duration or file size for recording video.
- **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 (via File Explorer), set this option to **Main + Card** to specify that templates are located in both the main memory and the storage card.
- **Image Properties**. This option lets you adjust the camera display properties, such as **Contrast**, **Saturation**, **Hue**, and **Sharpness**.

  Note The **Image Properties** option is not accessible if an **Effect** on the **Capture Settings** tab has already been applied.
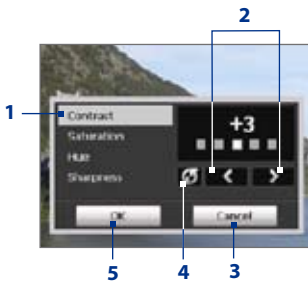
1. Tap a property to adjust.
2. Tap the left/right arrow icon or press NAVIGATION left/right (in landscape orientation) to increase/decrease the value.
3. Tap to close the submenu without applying and saving the changes.
4. Tap to reset all properties to their default values.
5. Tap to save the settings.

- **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.
- **Help**. Tap to open the Camera program help file.
- **About**. Tap to view information about the Camera program.

12.2 **Pictures & Videos**

Pictures & Videos allows you to view and manage the following types of media files on your device:

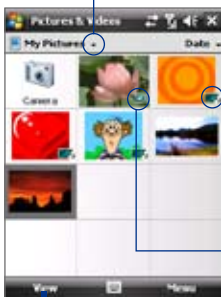| File Type	File Extensions
Image	*.bmp, *.jpg, *.gif, *.png
GIF animation	*.gif
Video	*.avi, *.wmv, *.mp4, *.3gp, *.3g2
Audio	*.wma

To open Pictures & Videos
Tap **Start > Programs > Pictures & Videos**.

To view media files

1. On the Today screen, tap **Start > Programs > Pictures & Videos**.

2. Select a media file and click **View** or **Play** (if video file) to view or play back the file.

Tap to select a different device location.

This icon [GIF] indicates that the file is a GIF animation file. Tap **View** to play back the file.

This icon [video] indicates that the file is a video file. Tap **Play** to play back the file in Windows Media® Player Mobile.

Tap to view or play back the selected media file.

To copy media files to your device

- Copy pictures and GIF animation files from your PC or a storage card to the My Pictures folder on your device.
- Copy video files to the My Videos folder.

For more information about copying and managing files on your device, see Chapter 9.

Pictures & Videos menu

Select a media file onscreen and tap **Menu** to open a list of options that you can do with the selected media file.

You can choose to send the selected media file via one of your messaging accounts, beam it to another device, play the pictures as a slide show, send the picture to your Windows Live MySpace account, and more.

Tap **Options** to customize picture settings and slide show playback preferences.

Note The available menu options depend on the selected media file.

When viewing a picture file, tap **Menu > Set as Today Background** to set the picture as your Today Screen background.

Edit a picture

You can also do minor touch ups to a still image file such as rotate and crop.

1. In Pictures & Videos, select the picture you want to edit and tap **View**.
2. Tap **Menu > Edit**.
3. Tap **Rotate** to rotate the picture 90 degrees clockwise or tap **Menu** to access more editing options.

   Tip Each tap of **Rotate** rotates the picture 90 degrees clockwise.
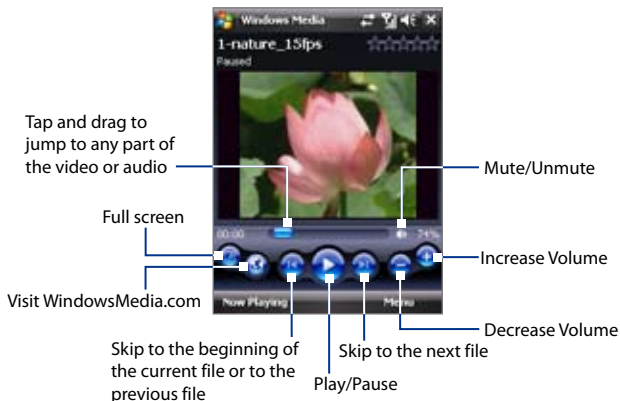4. Tap **OK**.

12.3 Windows Media® Player Mobile

You can use Windows Media® Player Mobile to play digital audio and video files that are stored on your device or on a network, such as on a Web site.

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

About the controls

The following are available controls on the Windows Media® Player Mobile.

Tap and drag to jump to any part of the video or audio

Full screen

Visit WindowsMedia.com

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

Play/Pause

Skip to the next file

Mute/Unmute

Increase Volume

Decrease Volume

About the screens and menus

Windows Media® Player Mobile has three primary screens:

- **Playback screen**. The screen that displays the playback controls (such as Play, Pause, Next, Previous, and Volume) and the video window.

- **Now Playing screen**. This special playlist indicates the current file being played and any files that are "queued up" to play next.

- **Library screen**. The screen that lets you quickly find your audio files, video files, and playlists.

At the bottom of each screen, you can open a **Menu**. The commands on this menu vary, depending upon which screen you are viewing. For more information about the commands in these menus, see Help on your device.

File formats supported

Video File Formats Supported	File Extensions
Windows Media Video	.wmv, .asf
MPEG4 Simple Profile	.mp4
H.263	.3gp, .3g2
H.264	.mp4, .3gp, .3g2, .m4v
Motion JPEG	.avi

Audio File Formats Supported	File Extensions
Windows Media Audio	.wma
WAV	.wav
MP3	.mp3
MIDI	.mid, .midi, .rmi
AMR Narrow Band	.amr
AMR Wide Band	.awb
AAC, AAC+ and eAAC+	.aac, .mp4, .m4a
MPEG4 audio	.mp4, .m4a
QCELP	.qcp

About licenses and protected files

When copying protected files from your PC to your device, use the Windows Media® Player on your PC to synchronize the file to your device. For more information about synchronizing files to your device, see the Windows Media® Player Help.

Note   You can view the protection status for a file by checking its file properties (tapping **Menu** > **Properties**).

Synchronize video and audio files

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

To synchronize content to your device automatically

1. On your PC, start Windows Media® Player and then connect your device to your PC.

2. In the Device Setup Wizard, type a name for your device and click **Finish**.

3. On the leftmost pane, right-click your device and select **Set Up Sync**.

   Note You can also sync your storage card if you have one installed on your device. To sync, right-click **Storage Card**.

4. On the Device Setup dialog box, select **Sync this device automatically** and then select the playlist(s) that you want to sync between your PC and device.

5. Click **Finish**.

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

To synchronize content manually to your device

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

2. Click the **Sync** tab on the Windows Media® Player of your PC. 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 PC 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.

Play media

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

To update the Library

1. If you are not on the Library screen, tap **Menu > Library**.
2. 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.
3. 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 storage card. Tap **Menu > Update Library** to manually update the library list.

To play video and audio files on your device
1. 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 or a network server, tap **Menu > Library** then tap **Menu > Open URL**.

Playlists

A playlist is a list of digital media files that play in a specified order. By using playlists, you can group audio and video files together for convenient playback.

In Windows Media® Player on your PC, you can create playlists and synchronize them with your device.

In Windows Media® Player Mobile on your device, you can 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

If you encounter a problem while using the Windows Media® Player Mobile, a number of resources are available to help you troubleshoot the issue.

For more information, see the Troubleshooting Windows Media® Player Mobile page at the Microsoft Web site (http://www.microsoft.com/windows/windowsmedia/player/windowsmobile/troubleshooting.aspx).

12.4 Audio Manager

Audio Manager is a music browser and player in one. It gives you access to all the music files on your device, and allows you to easily browse for the music that you want to play by organizing music into categories such as title, artist, album, etc. You can also create playlists of your favorite songs and use the integrated **Music Player** to play them back.

To launch Audio Manager
Tap **Start > Programs > Audio Manager**.

Notes • Audio Manager searches for all music files stored on your device memory and memory card that have the following audio formats: MP3, WMA, AAC, and AAC+. It will search in the following locations:
Device: My Music\
   My Documents (including all subfolders)
Memory card: \Storage Card (including all subfolders)

• Music files are categorized under **Artists**, **Album**, **Genre**, etc. if such metadata are found in the files.

Library

On the Audio Manager's **Library** screen, an arrow that appears in an item indicates that there is a submenu available. Tap the item name to open the submenu.
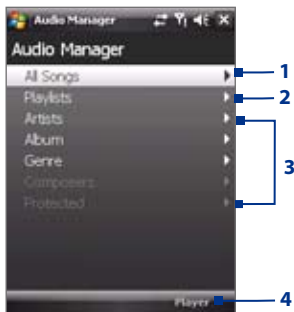
Library: Main screen
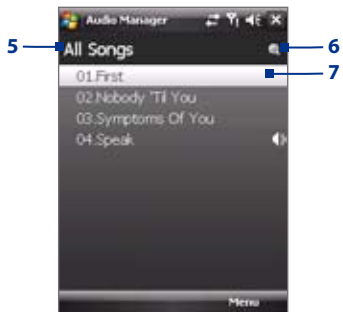
Library: All Songs screen

No.	Description
1	Opens a submenu where you can browse music files by file name or song title.
2	Opens a submenu where you can create playlists and play them back.
3	Opens a submenu where you can browse music files by the selected category.
4	Switches to the Music Player screen. (Music Player does not automatically start playback. You need to tap the **Play** icon).
5	Shows the current submenu name. Tap to return to the upper-level menu.
6	Shows a **Search** icon when the music database in Audio Manager is being updated. This occurs when music files have been added, renamed, or removed on the device memory or memory card.
7	Shows the song titles or file names of music files when you are in the All Songs screen. Tap or use the NAVIGATION Control to select a music file and play it in the Music Player.
	Shows more submenus when you are in one of the category screens, such as **Artists**, **Album**, etc. Tap or use the NAVIGATION Control to open a submenu.

When you tap a category on the Library's Main screen, you will see more submenus which may have deeper levels of menus. For example, when you tap **Artists**, another level of submenus will be listed showing artist names. When you tap an artist name, more submenus showing album names will

be displayed. Just keep opening the submenus until you reach the level where song titles can be selected for playback.

Music files that are protected by Digital Rights Management (DRM) will be listed under the **Protected** category. A lock icon shown before song titles indicates that the music files are protected. Select a file then tap **Info** if you want to view file information. A cross-marked lock icon shown before song titles indicates that the rights for the music files have expired, and you will not be able to play them. Tap **Delete** if you want to delete these files.

Note Audio Manager keeps track of the last submenu that you accessed. When you exit Audio Manager and open it again, it will display the last submenu that you were in. Keep tapping the submenu name at the top of the screen until you reach the Library's Main screen.

Music Player

Music Player is integrated within Audio Manager, and it lets you play back music files. When you select a song in the Library, Music Player opens and automatically plays it. Use the available buttons to control the playback.

Note When you tap the **Exit** icon at the top right of the Music Player screen, Audio Manager closes. Next time you launch Audio Manager, it will open Music Player directly. To switch back to the Library, tap **Library**.

Repeat

Volume level

Shuffle

Increase/Decrease volume

Play/Pause

Playback time

Drag the slider to move forward or backward in a music.

Go to next music

Open a menu where you can choose to add the current song to a playlist, set the song as ring tone, and more.

Go to previous music

Return to Library screen
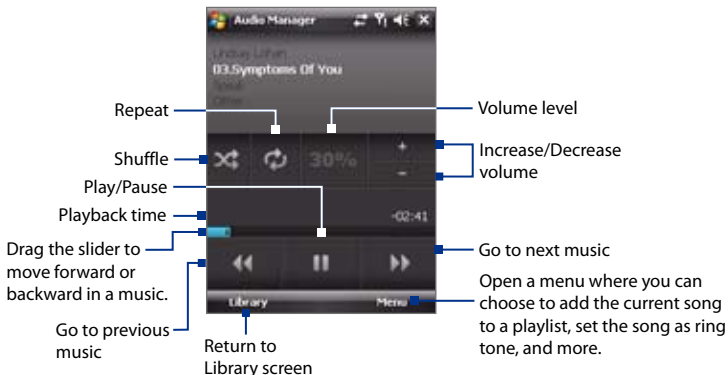
Playlists

A playlist is a list of music files that play in a sequential order. The Playlists screen shows the current playlists that are found on the device memory and memory card.

There are two types of playlists that will be shown on the Playlist screen:

- **Windows Media® Player playlists**.
  These are playlists that are in Windows Media® Player Mobile's Library (which is synchronized with Windows Media® Player on your computer), and they are indicated by the Windows Media® Player icon (⬤). They can be played in Audio Manager's Music Player but cannot be edited.

- **Custom playlists**. These are playlists that are created in Audio Manager and can be edited.
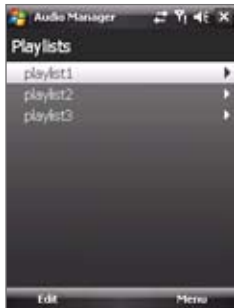
Notes
- Audio Manager will search for playlists in the following locations:
  Device: \Application Data\HTC\AudioManager\playlists
          \Playlists
  Memory card: \Storage Card\Playlists

- If a Windows Media® Player playlist contains a combination of music, video and image files, Audio Manager accesses the music files only and filters out the other media types.

To create a playlist

1. On the Library's Main screen, tap **Playlists**.
2. On the Playlists screen, tap **Menu > New**.
3. Enter a **Playlist name** then tap **OK**.
4. On the Playlists screen, tap the playlist you have just created then tap **Edit**.
5. Tap **Menu > Add**.
6. Tap the check boxes to select the songs you want to add to the playlist, or tap **Menu > Select All** to choose all the songs.
7. Tap **OK** thrice to return to the Playlists screen.

To play back a playlist

1. On the Playlists screen, tap to select a playlist.

2. Tap the first song in the selected playlist. Music Player automatically opens and starts playing the first song. After each song, the next one in the playlist will be played.

Note   The content of playlists is not automatically updated when music files have been deleted from the device memory or memory card. Music Player will display a notification message when you play back a playlist and music files in that playlist cannot be found.

To edit a playlist

1. On the Playlists screen, select a playlist you want to edit.

2. Tap **Edit**.

3. Tap **Menu** to open a list of editing options. You can choose to add more songs, copy or delete songs, and more.

4. After you have finished editing the playlist, tap **OK** twice.

5. To return to the Playlists screen, tap the playlist name that's shown at the top of the screen.

To add a playlist to another playlist

1. On the Playlists screen, use the NAVIGATION Control to scroll to the playlist that you want to add to another playlist.

2. Tap **Menu > Copy to Playlist**.

3. Tap the playlist where to copy it to then tap **OK**. Tap **New Playlist** if you want to add the playlist to a new playlist.

Set music as ring tone

Audio Manager allows you to select your favorite music and set it as a ring tone for your device.

1. Use the NAVIGATION Control to select a song in the Library, or tap a song to play it in Music Player.

2. Tap **Menu > Set as Ring Tone**.

3. If the selected song is in MP3 format, you can trim it first to make it shorter. Tap **Trim** to open the MP3 Trimmer and trim the song. For

more information about trimming, see "MP3 Trimmer".

4. Tap **Set as Default Ring Tone**.

5. A confirmation message is then displayed. Tap **OK**.

Tip If you only want to save the song to the ring tone folder for future use, tap **Save to Ring Tone Folder**. Later on, you can tap **Start > Settings > Personal** tab **> Phone** to set it as your ring tone.

MP3 Trimmer
Before setting an MP3 file as a ring tone for your device, you can edit the song first to shorten the duration and make the file size smaller. Use the available controls on the MP3 Trimmer to cut the song shorter.
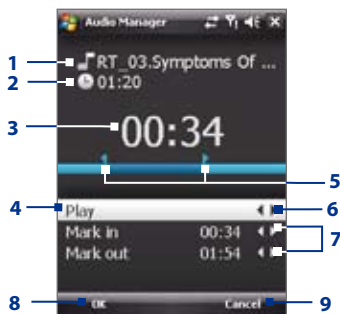
This control		**Function**
1	**Title**	Shows the file name for the song.
2	**Duration**	Shows the length of the song after trimming.
3	**Time**	Shows the playback time when the song is played.
4	**Play/Stop**	Tap to toggle between playing and stopping playback.
5	**Trimmer**	Allows you to mark the part of the song that will be used for the ring tone. Drag the left handle to mark the start time (mark-in point), then drag the right handle to mark the end time (mark-out point).

This control		Function
6	**Rewind/Fast Forward**	While playing:
		• Tap and hold ◀ to rewind; or
		• Tap and hold ▶ to fast forward.
7	**Mark in/ Mark out**	Allows precise marking of the start and end times of the song that will be used for the ring tone.
		• Tap ◀ to step backward one second and mark it; or
		• Tap ▶ to step forward one second and mark it.
8	**OK**	Tap to confirm trimming the ring tone.
9	**Cancel**	Tap to exit MP3 Trimmer without trimming the ring tone.

Chapter 13

Managing Your PDA Phone

13.1 Adding and Removing Programs

Before you purchase additional programs for your device, make sure that they are compatible with your device.

To add programs

1. Download the program to your PC (or insert the CD or disk that contains the program into your PC). You may see a single ***.exe** file, a ***.zip** file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select a program designed for your device and processor type.

2. Read any installation instructions or documentation that comes with the program. Many programs provide special installation instructions.

3. Connect your device to the PC.

4. Double-click the ***.exe** file.

To remove programs

You can only remove programs that you installed. Programs that come with your device cannot be removed.

1. Tap **Start > Settings > System** tab **> Remove Programs**.

2. In the **Programs in storage memory** list, select the program you want to remove, and tap **Remove**.

3. Tap **Yes**. If another confirmation message appears, tap **Yes** again.

13.2 Managing Memory

You may need to stop a program if it becomes unstable or the program memory is low.

To see how much memory is available

- Tap **Start > Settings > System** tab **> Memory**.
- On the **Main** tab, the amount of memory allocated to file and data storage versus program storage is displayed, as well as the amount of memory in use versus the available memory.

To see available storage card memory

You can see how much memory is available on a storage card that is inserted in your device.

1. Tap **Start > Settings > System** tab **> Memory**.
2. Tap the **Storage Card** tab.

To free up program memory

Try the following to free memory on your device:

- Close programs you are not currently using.
- Move e-mail attachments to a storage card.
- Move files to a storage card. Tap **Start > Programs > File Explorer**. Tap and hold the file, and tap **Cut**. Browse to the storage card folder and tap **Menu > Edit > Paste**.
- Delete unnecessary files. Tap **Start > Programs > File Explorer**. Tap and hold the file, and tap **Delete**.
- Delete large files. To find your largest files, tap **Start > Programs > Search**. In the **Type** list, tap **Larger than 64 KB**, and tap **Search**.
- In Internet Explorer® Mobile, delete temporary Internet files and clear history information. For more information, see "Internet Explorer® Mobile" in Chapter 10.
- Remove programs you no longer use.
- Reset your device.

13.3 Task Manager

Task Manager lets you view and stop running programs, configure the ☒ button, and enable the Quick Menu on the Today screen.

To open Task Manager
Tap **Start** > **Settings** > **System** tab > **Task Manager**.

To view running programs in Task Manager
1. Tap the **Running** tab to view the **Running Programs List**.
2. Select the check box of the programs that you want to close, and then tap **Stop Selected** to close them.

Tips
- To switch back to a running program, tap the program name to open a shortcut menu then tap **Activate**.
- Tap **Stop All** to close all programs in the list.

To add a program to the exclusive list
Programs added to the **Exclusive Programs List** will not be ended when you tap **Stop Selected** or **Stop All** and will not be listed on the Quick Menu on the Today Screen.

1. Tap the **Running** tab.
2. Tap and hold the program in the list to open a menu.
3. Tap **Add Exclusive** to add it into the Exclusive Programs List.

Tip
To remove a program from the exclusive list, tap the **Exclusive** tab, select the check box of that program, then tap **Remove**.

To configure the Exit (☒) button to end programs
1. Tap the **Button** tab.
2. Select the **Enable the "X" button to end the running programs** check box.

Note
If this option is not enabled, programs will continue to run in the background and tapping the exit button will only close the program screen, not end the program.

3. Choose the action to use for ending programs (by tapping the "X" button, tapping and holding the button, or both).

To enable the Quick Menu
1. Tap **Start** > **Settings** > **System** tab > **Task Manager** > **Button** tab.
2. Select **Enable Quick Menu on Today screen**.
3. Tap **OK** to exit Task Manager.

Note   See Chapter 1 for more information about Quick Menu.

To sort programs in Quick Menu
1. Tap **Start** > **Settings** > **System** tab > **Task Manager** > **Advanced** tab.
2. Select an option and tap **OK**.

13.4 Resetting Your Device

Soft reset

Occasionally, you may need to reset your device. A soft (or normal) reset of your device clears all active program memory and shuts down all active programs. This can be useful when your device is running slower than normal, or a program is not performing properly. A soft reset is also necessary after the installation of some programs. If a soft reset is performed when programs are running, unsaved work will be lost.

To perform a soft reset
Use the stylus to press the RESET button found at the bottom of your device. Your device restarts and displays the Today screen.
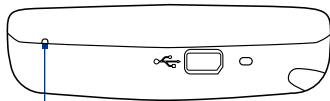
RESET button

Hard reset

You can also perform a hard reset (also known as a full reset). A hard reset should be performed only if a normal reset does not solve a system problem. 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. Only Windows Mobile® software and other pre-installed programs will remain.

Important If **Encrypt files placed on storage cards** is or was enabled before, then backup all files from the storage card before using Clear Storage, hard reset or updating the ROM system software. 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 using device keys

1. Press and hold the left SOFT KEY and the right SOFT KEY, and at the same time, use the stylus to press the RESET button at the bottom of your device.

2. Release the stylus, but continue pressing the two SOFT KEYs until you see the following message on the screen:

```
This operation will delete
all your personal data,
and reset all settings to
the manufacturer default
settings. Press SEND to
restore manufacturer
defaults, or press any
other button to cancel.
```

3. Release the two SOFT KEYs, and then press TALK (   ).

Warning! Your device will be set back to factory default settings. Ensure any additional installed programs and/or user data have been backed up before a hard reset is performed.

Manage NAND Flash

Your device comes with a built-in 1GB NAND flash that gives you additional storage space for your files. Use Format NAND Flash to delete all the files in the NAND flash and to format it. You can also recover NAND flash if you cannot find your NAND flash in the File Explorer. See the on-screen instructions for further details.

Warning! As all of your data will be removed, ensure any additional installed programs and/or user data have been backed up before formatting NAND flash.

To format NAND flash

1. Tap Start > Programs > Format NAND Flash.

2. Select Format NAND Flash in the list.

3. Enter 1234 in the box and tap Continue.

To recover NAND flash

1. Tap Start > Programs > Format NAND Flash.

2. Select Recover NAND Flash in the list.

3. Enter 1234 in the box and tap Continue.

Clear Storage

Another way of clearing the device storage and reset all settings back to factory default settings is to use the **Clear Storage** feature. You can also format NAND flash simultaneously while using this feature. However, you will lose all your data and files on the device storage when you use Clear Storage, so make sure to do a backup first.

Important If **Encrypt files placed on storage cards** is or was enabled before, then backup all files from the storage card **before** using Clear Storage, hard reset or updating the ROM system software. 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.

1. Tap **Start > Settings > System** tab **> Clear Storage**.

2. Select **Also format NAND flash** if you want to erase all data on the NAND flash and format it.

3. Enter "**1234**" then tap **Yes**.

13.5 Checking System Information

If you want to find out about technical details of your device such as the type or speed of the processor, memory size, etc., you can check under Settings for device information.

To find the operating system version number
Tap **Start > Settings > System** tab **> About**.

The version of the operating system on your device is shown near the top of the About screen.

To get detailed device information
Tap **Start > Settings > System** tab **> About**.

The **Version** tab displays important device information, including the type of processor and the amount of memory that is installed.

13.6 Windows Update

Link to Microsoft's Web site and update Windows Mobile® on your device with the latest security patches or fixes.

Notes   • Updates may not be available at the time of purchase of the device.
   • Your device needs to be connected to the Internet to download updates.

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 patches on the Microsoft Web site.

1. Tap **Start > Settings > Systems** tab **> Windows Update**.

2. On the Update Setup screen, tap **Next**.

3. Select how you want to check for updates, **Manual** or **Automatic**, 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. Check or clear the **Use my data plan to check for and download updates** check box and tap **Next**.

4. Tap **Finish**.

To change Windows Update options

1. Tap **Start > Settings > Systems** tab **> Windows Update**.

2. Tap **Menu** and select the option you want to change.

   • Tap **Connections** to change how the device connects to the Internet when checking for updates.

   • Tap **Change Schedule** to change how Windows Update checks for patches on the Microsoft Web site.

Tip   You can check for updates whenever you want by tapping **Check Now** on the Windows Update screen.

13.7 Battery Saving Tips

How long your battery power lasts depends on battery type and how you use your device. Try the following to help preserve battery life:

• When the device is not in use, press POWER to switch off the display.

• Tap **Start > Settings > System** tab **> Power** to open the **Power** settings screen. On the **Advanced** tab of the Power settings screen, you can specify when your device automatically turns off the display to conserve battery power. For optimum conservation, specify 3 minutes or less.

• Use the AC adapter to plug your device into external power whenever possible, especially when using a storage card or when using a modem or other peripherals.

• Adjust the backlight settings. For more information, see "To set the backlight to dim after a time delay" in Chapter 4.

- When you know you are out of range of your Wi-Fi networks, turn Wi-Fi off. Searching for networks consumes a lot of power. For more information about Wi-Fi, see Chapter 10.

- Turn Bluetooth off when you are not using it. Make your device visible to other devices only when you are trying to establish a Bluetooth partnership. For more information about Bluetooth, see Chapter 10.

- Lower the volume.

- Close battery-intensive programs, such as the Camera, when you are done using them. Make sure the programs are ended and are not continuously running in the background.

Chapter 14

Using Other Applications

14.1 Voice Speed Dial

You can record voice tags so that you can dial a phone number or launch programs simply by speaking a word.

Create a voice tag for a phone number

1. Tap **Start > Contacts** to open the Contacts list.

2. Do one of the following:

   • Tap and hold the desired contact, then tap **Add Voice Tag**.

   • Select the desired contact, then tap **Menu > Add Voice Tag**.

   • Tap the desired contact to open the contact's detailed screen, then tap **Menu > Add Voice Tag**.

3. Select the phone number that you want to create a voice tag, then tap the Record button (●).

4. When completed, a **Voice Tag** icon (🔊) will be displayed on the right of the item.

Select the desired phone number.

Tap the Record button to start recording.

5. When you create a voice tag for the item, you can do one of the following:

   • Tap the **Record** button (●) to rebuild the voice tag.

- Tap the **Play** button (▶) to play the voice tag.
- Tap the **Delete** button (✕) to delete the voice tag.

Tip   To ensure voice recognition accuracy, record your voice in a quiet place.

Create a voice tag for a program

1. Tap **Start > Settings > Personal** tab **> Voice Speed Dial**.

2. The **Application** tab displays a list of all installed programs on your device. The procedure for creating a voice tag for a program is the same as the procedure for creating a voice tag for a phone number.

3. After you have created a voice tag for a program, you can then launch the program by saying the recorded voice tag after tapping **Start > Programs > Voice Speed Dial**.

Make a call or launch programs using a voice tag

1. Tap **Start > Programs > Voice Speed Dial**.

2. After a "beep" sound, say the recorded voice tag that you have assigned to the phone number you want to call or the program you want to launch. The system will repeat the voice tag and then dial out or launch the program automatically.

Note   If the system cannot recognize your voice, try again. Speak more clearly and reduce the surrounding noise or move to a more quiet place.

To view and test the voice tags you have created

1. Tap **Start > Settings > Personal** tab **> Voice Speed Dial**.

2. The **Voice Tag** tab displays a list that contains all the voice tags you have created. Select an item in the list, and you can do one of the following:

   - Tap the **Record** button (●) to rebuild the voice tag.
   - Tap the **Play** button (▶) to play the voice tag.
   - Tap the **Delete** button (✕) to delete the voice tag.

14.2 Java

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. The **Java** program lets you download, install and manage MIDlets or MIDlet suites on your device. Your device supports Java 2 Micro Edition, J2ME.

To open the Java program
Tap **Start > Programs > Java**.

Install and launch MIDlets/MIDlet suites
There are several ways to install a MIDlet/MIDlet suite.

To download and install via Internet Explorer Mobile
1. Tap **Menu > Install > Browser** to open Internet Explorer® Mobile.
2. Locate the MIDlet/MIDlet suite while connected to the Internet.
3. Select the MIDlet/MIDlet suite to download.
4. Information about the MIDlet/MIDlet suite is then displayed. Tap **Continue**.
5. Confirm to start downloading.
6. Select **<root>** or a folder where to install the MIDlet suite to, then tap **OK**.

To install from your device
You can copy MIDlets/MIDlet suites from the PC to your device using the USB sync cable or Bluetooth connection. Copy them to the root folder or any subfolder on your device.
1. Tap **Menu > Install > Local Files**. The program then searches for MIDlets/MIDlet suites on your device and displays them in a list.
2. From the list, tap the MIDlet/MIDlet suite that you want to install.
3. Confirm to start the installation.
4. Select **<root>** or a folder where to install the MIDlet suite to, then tap **OK**.

To run a MIDlet/MIDlet suite

Do one of the following:

- After installation of the MIDlet/MIDlet suite is complete, tap **Yes**.
- On the Java screen, open the folder that contains the MIDlet/MIDlet suite. Select the MIDlet/MIDlet suite then tap **Launch**.

To uninstall MIDlets

Before you uninstall a MIDlet, make sure that it is not running.

1. Tap and hold the MIDlet, and tap **Uninstall**.
2. Tap **OK** to confirm.

Note To uninstall all MIDlets and folders from the current folder, tap **Menu > Uninstall All**.

14.3 Spb GPRS Monitor

Using **Spb GPRS Monitor**, you can monitor how much data you have sent and received on your device, and check the network usage costs by taking into account your service plan details. You can also view connection cost and traffic charts, generate reports of network connection usage, and export reports to CSV files for use with Microsoft® Office Excel® and Access.

Install GPRS Monitor

The GPRS Monitor program is included on the Application Disc. To install it onto your device, run the program's installer on your PC. Follow the on-screen instructions on your PC and your device to complete the installation.

The Today Plug-in

After you have installed GPRS Monitor on your device, you will find its program icon in **Start > Programs**. In addition, GPRS Monitor is also added to the Today screen as a plug-in which shows connection statistics, a brightness panel, battery panel, and shortcut icons.
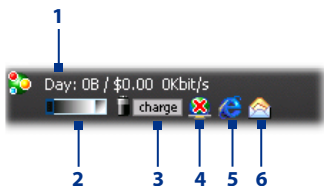
1 Tap to open the GPRS Monitor screen where you can set up monitoring, view cost and traffic charts, and generate reports..

2 Tap inside the control bar to adjust the backlight level.

3 This is the battery power monitor. Tap it to access the Power Settings screen.

4 Tap to toggle between connecting or disconnecting your default data connection.

5 Tap to open Internet Explorer Mobile.

6 Tap to open Messaging.

The GPRS Monitor icon and pop-up window

Another way of displaying status information visually is by enabling the GPRS Monitor icon to be shown on the title bar. This icon shows the GPRS/dial-up connection speed, data traffic, and battery status.

To show the GPRS Monitor icon on the title bar

1. Tap **Start > Programs > Spb GPRS Monitor**.

2. Tap **Tools > Options > Icon** tab.

3. Select the **Show taskbar icon** check box.

By default, the GPRS Monitor icon shows three bars that represent the following status information:

Icon Bar 2: Traffic (Full bar corresponds to 100%. Each bar is 20%.)

Icon Bar 1: Speed (Full bar corresponds to 19KB/sec.)

Icon Bar 3: Battery (Each bar corresponds to 20% of the total charge.)

Spb GPRS Monitor

Traffic Statistics:

Day: 0B/$0.00
Block usage: NO
Speed: 0kbit/sec
Day inclusive: none
Inclusive: none

w t f s s m t

charge

[Connect]
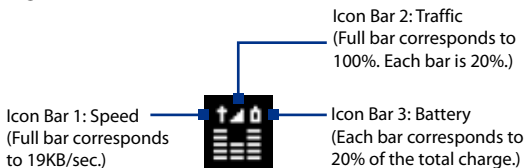
When you tap the GPRS Monitor icon on the title bar, a pop-up window opens and shows you detailed statistics about data transfers, such as the data size just transferred and its cost, the data amount left that you are allowed to transfer, and more.

Set up monitoring and notification

To select the connection to be monitored

1. On the GPRS Monitor screen, tap **Tools > Options > Connection** tab.
2. Select the **Enable connection monitoring** check box.
3. In the **Connection** list, select the connection you want to monitor.

To enter your service plan details

Service plan details, or tariff, determine the price that you pay for your data transfers. The tariff may either be flat rate or time-based, depending on whether you're using GPRS or a phone dial-up connection for data transfers.

Contact your service provider to find out about your tariff, and enter the information in the **Tariff** tab or the **Tariff Details** tab on the Options screen.

Note   The calculation of network usage costs is based on the information that you entered, and is an estimate only. The actual amount billed by your service provider may differ.

To set up traffic limit notifications

You can set up traffic limit notifications if you want to be notified when a traffic limit is reached.

1. On the GPRS Monitor screen, tap **Tools > Options**.
2. Enable the notifications on the **Day Warn** and **Month Warn** tabs. You can specify up to three daily and three monthly limits.

   Once traffic reaches one of these limits, you will receive a notification.

View charts and reports

On the GPRS Monitor, you can view network connection cost charts and traffic charts, as well as generate detailed reports of network connection usage during a given period of time. These reports can be exported to CSV files that you can open using Excel, Access, or other similar spreadsheet and database software.

To view charts and generate reports

On the GPRS Monitor screen:

- Tap the **Chart** tab to view the network connection cost charts and traffic charts.
- Tap the **Report** tab to generate reports on network traffic and tariff.

For more information about using Spb GPRS Monitor, see Help on your device.

Appendix

A.1 Regulatory Notices

Regulatory Agency Identifications

For regulatory identification purposes, your product is assigned a model number of **SEDN100**.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your **SEDN100**.

The Battery Pack has been assigned a model number of **TRIN160**.

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.

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 High Tech Computer 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. The tests are performed in positions and locations (for example, at the ear and worn on the body) as required by the FCC for each model. (Bodyworn measurements may differ among phone models, depending upon available accessories and FCC requirements). For body worn operation, to maintain compliance with FCC RF exposure guidelines, use only original manufacturer approved accessories. When carrying the phone while it is on, use the specific original manufacturer supplied or approved carrying case, holster, or other body-worn accessory. SAR compliance for body-worn operations is restricted to belt-clips, holsters, or similar accessories that have no metallic component in the assembly and which provide at least 1.5 cm separation between the device and the users body.

SAR Information

FCC: 1.47 w/kg @1g(Head)

1.30 w/kg @1g (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.

Body-worn Operation

This device was tested for typical body-worn operations. To comply with RF exposure requirements, a minimum separation distance of 1.5 cm must be maintained between the user's body and the handset, including the antenna. Third-party belt-clips, holsters, and similar accessories used by this device should not contain any metallic components. Body-worn accessories that do not meet these requirements may not comply with RF exposure requirements and should be avoided.

Use only the supplied or an approved antenna. Unauthorized antennas, modifications, or attachments could impair call quality, damage the phone, or result in violation of regulations. Do not use the phone with a damaged antenna. If a damaged antenna comes into contact with the skin, a minor burn may result. Please contact your local dealer for replacement antenna.

A.2 Specifications

System Information	
Processor	Qualcomm® MSM 7200 400MHz
Memory	- ROM : 256 MB - NAND Flash : 1 GB - RAM : 128 MB SD RAM (Figures are the total ROM and RAM memory available for use and storage. Since the memory is shared by the Operating System, applications, and data, the actual available memory is less than what is written).
Operating System	Windows Mobile® 6 Professional
Power	
Battery	Rechargeable Lithium-ion Polymer battery, 1500 mAh
Charging Time	3 hours
Battery Life (estimates)	Standby time: Up to 460 hours for WCDMA / Up to 407 hours for GSM
	Talk time: Up to 284 minutes for WCDMA / Up to 464 minutes for GSM
AC Adapter	Voltage range/frequency: 100 ~ 240V AC, 50/60 Hz DC output: 5V and 1A
Display	
LCD Type	3.5-inch QVGA touch screen
Resolution	240 x 320 with 65,536 colors
Alignment	Portrait and Landscape
HSDPA / WCDMA / GSM / GPRS / EDGE Module	
Functionality	HSDPA/WCDMA: Tri-band (850, 1900, and 2100 Mhz). HSDPA: Up to 384kbps for upload and 3.6Mbps for download; WCDMA: Up to 384kbps for upload and download GSM/GPRS/EDGE: Quad-band (850, 900, 1800, and 1900 Mhz)
Internal Antenna	Yes

Physical	
Dimensions	137.4 mm (L) x 72.9 mm (W) x 20.5 mm (T)
Weight	220 g (with battery)

Camera Module	
Type	3 Megapixel CMOS color camera with auto focus
Resolution	Photo: 2048x1536, 1600x1200 (UXGA), 1280x960 (SXGA), 640x480 (VGA), 320x240 (QVGA), 160x120 (QQVGA) Video: CIF (352x288), QVGA (320x240, depends on recording formats), QCIF (176x144) and Sub-QCIF (128x96)
Digital Zoom	Up to 8X

Connections	
I/O Port	HTC ExtUSB™ (11-pin mini-USB and audio jack in one; USB 2.0 Full-Speed), SDIO, fingerprint sensor.
GPS Antenna Connector	Yes. Use only the external GPS antenna with model number **GA S120**.
Wireless Connections	Wi-Fi (IEEE 802.11 b/g), Bluetooth 2.0 with EDR

Audio	
Microphone and Speaker	Built-in
Ring tone	• MP3, AAC, AAC+, WMA, WAV, and AMR-NB • 40 polyphonic and standard MIDI format 0 and 1 (SMF)/SP MIDI

Controls and Lights	
Device Control	• 5-way NAVIGATION Control / ENTER button • Jog Wheel • Two phone functions : TALK and END • Four program buttons : MESSAGING, INTERNET EXPLORER, COMM MANAGER, and CAMERA • START button • Two OK buttons • Two SOFT KEYs • POWER button • RESET button

| **LEDs** | The left (bi-color) LED shows Green and Amber lights for WCDMA/GSM standby, message, network status, notification, and battery charging status. Shows a flashing red light when the battery level reaches 5% or lower. |
| | The right LED shows a blinking Blue light for Bluetooth system notification of powered-up and ready to transmit Bluetooth signal, or a blinking Green light for Wi-Fi status (when both Bluetooth and Wi-Fi are enabled, the Blue and Green lights blink alternately). The Amber light indicates GPS notification. |

Expansion Slots

| **Card Slot** | Two SD™ (SD 2.0 compatible) card slots |

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