

Chapter 7

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Introduction

Your Windows Mobile Pocket PC Edition device contains several applications to make you more productive at home, in the office or on the move.

Your device comes with mobile versions of Microsoft Office Word Mobile, Excel Mobile, Outlook Mobile and PowerPoint Mobile, as well as Windows Media Player Mobile.

You can also take pictures, shoot video, record notes and use Java applications using the built-in programs.

This chapter will guide you through use of these applications and let you know how to add more.

7.1 Contacts

Contacts is your address book and information storage for the people and businesses you communicate with. Store home numbers and addresses, e-mail addresses and any other information that relates to a contact, such as a birthday or anniversary date. You can also add a picture or assign a ringtone to a contact.

From the contact list, you can quickly communicate with people. Tap a contact in the list for a summary of contact information. From there, you can call or send a message to that contact.

If you use Outlook on your PC, you can synchronize contacts between your device and PC. If you have synchronized your contacts with an Exchange Server, then your contacts will be updated there too. In the list of contact information, you'll see where you can add a picture or assign a ringtone to a contact.

Create a contact

1. Tap **Start > Contacts**.
2. Tap **New**.
3. Enter contact information. When finished, tap **OK**.



Note: If someone not in your list of contacts calls or sends you a message, you can create a contact from **Call History** or from the message by tapping **Menu > Save to Contacts**.

Change contact information

1. Tap **Start > Contacts**.
2. Tap the contact.
3. Tap **Menu > Edit** and enter the changes.
4. When finished, tap **OK**.

Work with the contact list

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

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 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.

Find a contact

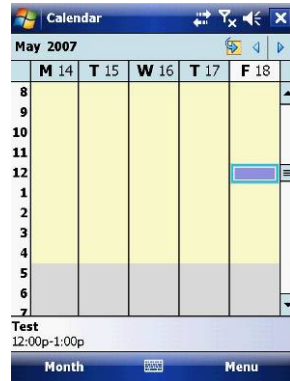
There are several ways to find a contact:

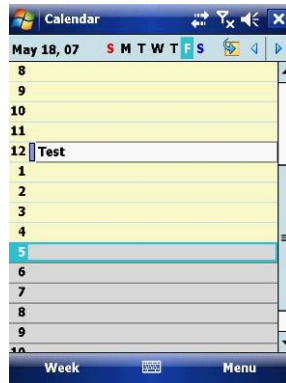
1. Tap **Start > Contacts**.
2. If you are not in name view, tap **Menu > View By > Name**.
3. Do one of the following:
 - Begin entering a name or phone number in the provided textbox until the contact you want is displayed. To show all contacts again, tap the textbox and clear the text, or tap the arrow to the right of the textbox.
 - 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**.

7.2 Calendar

Use **Calendar** to schedule appointments such as meetings and other events. Your appointments for the day can be displayed on the **Today** screen. If you use Microsoft Outlook on your PC, you can synchronize appointments between your device and PC. If you synchronize your calendar over your cellular connection to your e-mail account, it will also be kept up to date.

You can also set **Calendar** to remind you of appointments through methods such as a sound or flashing light. You can look at your appointments in several different views (**Day**, **Week**, **Month**, **Year**, and **Agenda**).





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

To schedule an appointment

1. Tap **Start > Calendar**.
2. Tap **Menu > New Appointment**.
3. Enter a name for the appointment, and enter information such as start and end times.
4. To schedule an all-day event, in the **All Day** box, tap **Yes**.
5. When finished, tap **OK** to return to the calendar.

Calendar

Subject: **Test**

Location:

Starts: 5/18/07 12:00 PM

Ends: 5/18/07 1:00 PM

All Day: **No**

Occurs: **Once**

Reminder: **None**

Categories: **No categories...**

Attendees: **No attendees...**

Status: **Busy**

Sensitivity: **Normal**

Appointment | Notes | Menu

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

Send a meeting request

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

1. Tap **Start > Calendar**.
2. Schedule a new appointment or open an existing one and tap **Edit**.
3. Tap **Attendees**.
4. Tap **Required Attendees** and/or **Optional Attendees**.
5. Tap the name of the contact you want to invite.
6. To invite each additional attendee, tap **Add** and tap the name.
7. Tap **OK**.
8. The meeting request will be sent to the attendees the next time you synchronize your device with your PC.

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

Set a default reminder for all new appointments

You can have an automatic reminder for all new appointments.

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.

7.3 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 organise them using categories. Your tasks are displayed in a task list. Overdue tasks are displayed in red.

Create a task

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > New Task** or the **Tap here to add new task** field at the top of the screen. Enter a subject for the task and fill in information such as its start, due date, priority, etc.
3. When finished, tap **OK**.



Note: You can easily create a short to-do type of task. Simply tap the **Tap here to add a new task** box, enter a subject and press **Enter**. If the task entry box is not available, tap **Menu > Options** and select the **Show Tasks entry bar** checkbox.

Change the priority of a task

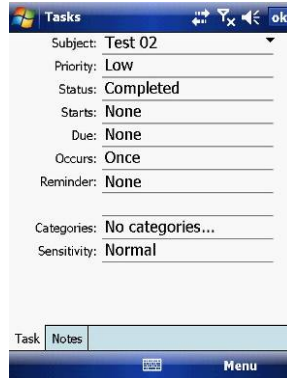
Before you can sort tasks by priority, you need to specify their priority levels.

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.

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.



The screenshot shows the 'Tasks' application interface. At the top, there is a title bar with the word 'Tasks' and several navigation icons. Below the title bar, the task details are displayed in a list format:

- Subject: Test 02
- Priority: Low
- Status: Completed
- Starts: None
- Due: None
- Occurs: Once
- Reminder: None
- Categories: No categories...
- Sensitivity: Normal

At the bottom of the screen, there is a navigation bar with a 'Task' tab, a 'Notes' tab, and a 'Menu' button.

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

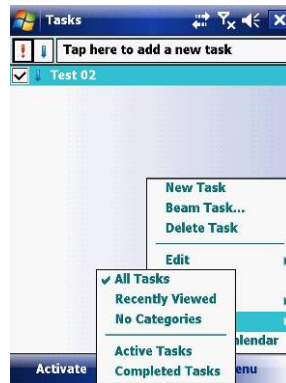
Show start and due dates in the task list

1. Tap **Start > Programs > Tasks**.
2. Tap **Menu > Options**.
3. Select the **Show start and due dates** check box.
4. Tap **OK**.

Filter 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. Tap **Menu > Filter > All Tasks, Recently Viewed, No Categories, Active Tasks or Completed Tasks**.






7.4 Camera and Video Recorder

Taking photos and recording video clips with audio is easy with your device's built-in camera.

Start the camera

Tap **Start** > **Programs** > **Camera** or press the **camera** button on your device.

Camera

No:	Name	Description
1	Number of photos	Shows the number of photos that can be captured.
2	Storage Location	Displays the current storage location (Micro SD card or device memory).
3	Switch Camera	Switch between the front or rear cameras.
4	Flash	Switch the flash on or off.
5	Effects	Switch between None (default), Monochrome (M), Negative (N), Sepia (S) and Posterization (an artistic effect) (P)
6	Capture Mode	Switch between Normal () , Burst () and Timer () modes.
7	Photo Resolution	Switch between VGA, 1.3M, 2M, S and QVGA.
8	Close	Close the application.
9	Brightness	Push the controller left and right to adjust the brightness.
10	Pictures & Videos	Launch the Pictures and Videos application. <i>See section 7.5 Pictures & Videos.</i>
11	Video Mode	Switch between camera and video modes.
12	Options	View the camera options.
13	Zoom	Push the controller up and down to adjust the zoom level.

Use the camera

The camera on your device allows you to flexibly capture pictures and video clips by using various built-in modes. The camera application is set to the **Photo** mode by default. By using either the Navigation controller keys or tapping the screen you can adjust the various options.

- Normal: Captures standard still images.
- Burst: Captures a sequence of still images (5 max.) as long as **Camera** on the device or **Enter** on the **Navigation controller** is kept pressed.
- Timer: Setup a time limit of 10 seconds until the picture is taken automatically.

The Navigation controller

- Press the **Navigation controller** up or down to change the zoom level.
- Press the **Navigation controller** left or right to alter the brightness.

The Camera button



Press the **Camera** button on the device to switch to Camera mode. If it is already in Camera mode, press once to take a still image or to start recording a video clip.

Capture modes



While using Still Image capture modes, such as **Photo**, **Burst** or **Timer**, you can capture still image(s) by pressing the **Camera** or **Action** buttons on the device, or tapping **Capture** on the screen. Still Image capture modes support JPEG.

Picture Resolution

Your device is equipped with a 2.0 Megapixel Digital-Effect camera. The larger the number of megapixels, the more detailed the picture will be. However a larger picture means that more data has to be stored, resulting in available memory for other pictures.

To set the resolution of the pictures to be captured, tap the camera options  icon or the Photo resolution switch .

Video

1	Recording Time	Displays the amount of time the video has been recording for.
2	Storage Location	Displays the current storage location (Micro SD card or device memory).
3	Switch Camera	Switch between the front or rear cameras.
4	Flash	Switch the flash on or off.
5	Effects	Switch between None (default), Monochrome (M), Negative (N), Sepia (S) and Posterization (an artistic effect) (P)
6	Recording Mode	Switch between Normal () and MMS () modes.
7	Photo Resolution	Switch between QVGA, and QCIF.
8	Close	Close the application.
9	Brightness	Push the controller left and right to adjust the brightness.
10	Pictures & Videos	Launch the Pictures and Videos application. See <i>section 7.5 Pictures & Videos</i> .
11	Video Mode	Switch between camera and video modes.
12	Options	View the camera options.
13	Zoom	Push the controller up and down to adjust the zoom level.

Use Video capture mode

Your device is capable of recording moving pictures and sound. To enter into the Video recording mode:

1. Press the **Camera** button, then tap **Menu > Mode > Video**.
2. Go to **Start > Programs > Camera**, then tap **Menu > Mode > Video**.

While using the Video capture mode, you can tap **Camera** or **Action** to start recording a video clip (with audio if desired). To stop recording, tap **Camera** or **Action** again. Your device displays the first frame of the captured video clip by default on the **Review** screen.

Before you capture a video clip, you can specify the recording limit in terms of time and file size on the Camera Settings screen so that the recording stops automatically when the clip size reaches that limit.

Set the limit on the maximum video recorded:

Video is captured by default as a WMV (Windows Media Video) file. This can be played back on your Pocket PC or on a desktop PC.

1. Tap **Menu > Options > Video**.

2. Select from the Time limits for videos: **15 seconds**, **30 seconds** or **No limit**.

Use the Zoom feature

The device is equipped with a digital zoom feature. While capturing a still image or a video clip by using the main camera, you can zoom in to make the object appear larger, and you can zoom out to make the object appear smaller. The amount of digital zoom that can be applied depends on the resolution of the picture that is being captured.

7.5 Pictures & Videos

The **Pictures & Videos** program collects, organises and sorts images and video clips in the following formats on your device.

File Type	File Extensions
Image	*.jpg, *.gif, *.bmp
Video	*.wmv, *.3gp, *.mpeg4

You can view the pictures as a slide show, beam them to another nearby device, e-mail them, edit them or set them as the background on the **Today** screen.

Copy a picture or video clip to your device

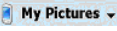
You can copy pictures from your PC and view them on your device.

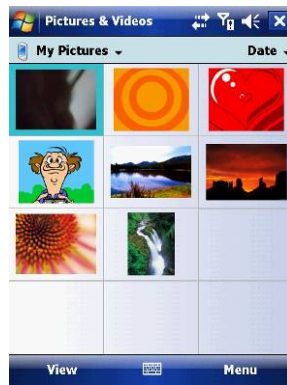
- Connect your device to your PC using ActiveSync. You can find out more about how to do this in *Chapter 6*. Then drag the images from your PC and place them in the **My Pictures** folder on your Pocket PC.

For more information about copying files from your PC to your device, see ActiveSync Help on your PC.

Note: You can also copy pictures from your PC to your device using a memory card. Insert the memory card into the memory card slot on your device and then copy the pictures from your PC to the folder you created on the memory card.

View pictures

1. Tap **Start > Programs > Pictures & Videos**. The images in the **My Pictures** folder appear as thumbnails by default.
2. Select a picture and tap **View**. If you cannot find a picture in the default **My Pictures** folder, go to another folder by tapping the  icon. A list of other folders will be displayed. Click on a folder name to navigate to access it. This folder will become the default folder the next time you access the **Pictures** icon.



Play videos with audio

1. Tap **Start > Programs > Pictures & Videos**. The video files in the **My Pictures** folder appear as thumbnails by default, which appear with a media icon (🎵).
2. Select a video and tap the thumbnail to play it with the built-in Windows Media Player.

View slide shows

You can view your pictures as a slide show on your device. Pictures are shown in full screen view with 5-second intervals between slides.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap **Menu > Play Slide Show**.
 - Tap anywhere on the screen to display the **Slide Show** toolbar, which you can use to stop or pause the slide show, rotate the view and more.
 - Press the **Navigation controller** right or left to move forward or backward through the slides.

Note: You can specify how pictures are scaled to optimize their display in a slide show. Tap **Menu > Options > Portrait Pictures** or **Landscape Pictures** on the **Slide Show** tab.

Sort pictures and video clips

If you store a large number of pictures or video clips on your device, you may find it helpful to sort them to quickly find a specific picture or clip. You can sort by **Name**, **Date** and **Size**.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the sort list (upper right hand corner) which is labelled **Date** by default and select the item that you want to sort by.

Delete a picture or video clip

Do any of the following to remove a picture or a video clip:

1. Highlight a picture or video clip on the **Pictures & Videos** screen and tap **Menu > Delete**. Or Tap and hold the thumbnail of the picture you want to delete, then tap **Delete**.
2. Tap **Yes** to confirm the deletion.

Edit a picture or video clip

You can rotate, crop and adjust the brightness and colour contrast of your pictures.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the picture you want to edit.
3. Tap **Menu > Edit**, and do any of the following:
 - To rotate a picture 90 degrees anticlockwise, tap **Rotate**.
 - To crop a picture, tap **Menu > Crop**. Then, tap and drag to select the area to crop. Tap outside the box to stop cropping.
 - To adjust the brightness and contrast levels of a picture, tap **Menu > AutoCorrect**.
 - To undo an edit, tap **Menu > Undo**. To cancel all unsaved edits you made to the picture, tap **Revert to Saved**.

Set a picture as the Today screen background

You can use a picture as the background on the **Today** screen.

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture you want to set as the background.
3. Tap **Menu > Set as Today Background**.
4. In **Transparency Level**, select a higher percentage for a more transparent picture or a lower percentage for a more opacity.

5. Tap **OK**.

Send pictures and video clips via e-mail

You can send pictures and video clips to other devices via e-mail.

1. First, set up messaging to send and receive messages.
2. From **Pictures & Videos**, select the item you want to send.
3. Tap **Send** and select one account (such as Outlook E-mail or MMS) to send the attached item.
4. A new message is created with the item attached.
5. Enter the recipient name, subject and tap **Send**. The message will be sent the next time you synchronize your device.

Note: Pictures and video clips are saved automatically before they are sent.

Assign pictures to contacts

You can assign a picture to a contact. This picture will be shown alongside the contact's name when it is used, such as when you receive a telephone call from the contact or write an e-mail to him/her.

1. Tap **Start > Programs > Pictures & Videos**.
2. Highlight the picture you want to assign to a contact.
3. Tap **Menu > Save to Contact**.
4. Tap the contact or navigate and tap **Select** to choose the contact from your **Contacts** list.

Use advanced options of the Pictures & Videos program

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture for which you want to configure further settings.
3. Tap **Menu > Options**. The **Options** screen appears, allowing you to:
 - Resize a picture so that you can send it faster to someone through e-mail.
 - Configure the view settings during slide shows and activate screensaver options.











7.6 Windows Media Player

You can use Microsoft Windows Media Player Mobile for Pocket PC to play digital audio and video files that are stored on your device or on a network. Using Windows Media Player, you can play both audio and video files. These are the file formats that are supported by this version of Windows Media Player.

Supported File Formats	File Extensions
Video	
• Windows Media Video	*.wmv
• H.263	*.3gp
• MPEG4	*.mp4
Audio	
• Windows Media Audio	*.wma
• MP3	*.mp3
• MIDI	*.mid, *.mid
• AMR Narrow Band	*.amr
• AAC	*.m4a

About the controls

The following are available controls on the Windows Media Player. From the Windows Media Player application, for convenience, many of these functions are also available from the Media Control panel on the **Today** screen.

Icon	Description	Icon	Description
	Plays a file.		Increases the volume.
	Pauses a file.		Decreases the volume.
	Skips to the start of the current file or to the previous file.		Turns the sound off.
	Skips to the next file.		Displays a video by using the entire screen.
	Adjusts the playback progress of a selected file.		Displays a website where you can find music and

			videos to play.
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Note: You can rewind and fast-forward files by pressing the **Navigation controller** left or right.

About the screens and menus

Windows Media Player has three primary screens: the **Playback** Screen, the **Library** Screen and the **Now Playing** screen. At the bottom of each screen is an option called Menu. The commands on this menu change depending upon which screen you are viewing.

Playback screen

The default screen that displays the playback controls (such as **Play**, **Pause**, **Next**, **Previous** and **Volume**). If the playback is of an audio file, any album art will be shown in this screen. If the file is a video, it will be shown here. You can change the appearance of this screen by choosing a different skin.



When viewing the **Playback** screen, the following commands appear in **Menu**.

Command	Description
Library	Displays the library screen so that you can choose a file to play.
Play/Pause	Starts or pauses the playback.
Stop	Stops playback.
Shuffle/Repeat	Plays the items in the Now Playing playlist randomly / repeatedly.
Full Screen	When a video is playing, tapping this will make the playback fill the entire screen. Touch the screen to return to the Playback screen.
Options	Lets you adjust various Windows Media Player options including: network, skin and hardware options.
Properties	Displays information about the file currently playing.
About	Displays information about Windows Media Player such as the version number.

Now Playing screen menu

The screen that displays the **Now Playing** playlist. This special playlist indicates the currently playing file and any files that are queued to play next.



When you are viewing the **Now Playing** screen, the following commands appear in **Menu**.

Command	Description
Library	Displays the Library screen so that you can choose a file to play.
Move Up/Down	Moves the selected item up/down in the playlist order.
Remove from Playlist	Deletes the selected item from the playlist.
Shuffle/Repeat	Plays the items in the Now Playing playlist randomly/repeatedly.
Clear Now Playing	Deletes all items from the Now Playing playlist.
Error Details	Displays error information about the selected item (an exclamation mark appears before the item name if error details are available).
Properties	Displays information about the selected file.

Library screen

The screen that lets you quickly find your audio files, video files, and play lists. It contains categories such as **My Music**, **My Video**, **My TV** and **My Playlists**.



When viewing the **Library** screen, the following commands appear in **Menu**.

Command	Description
Queue Up	Adds the selected item to the end of the current (Now Playing) playlist.
Delete from Library	Deletes the selected item from the library.
Now Playing	Displays the Now Playing screen.
Library	Displays the Library screen so you can choose a file to play.
Update Library	Adds new items to the library by searching your device or storage card.
Open File	Lets you find and play files that are stored on your device or storage card but that are not in the library.
Open URL	Lets you play a file on a network, such as the internet.
Properties	Displays information about the selected file.

About licenses and protected files

Some content (such as digital media files downloaded from the internet, CD tracks, and videos) have associated licenses that protect them from being unlawfully distributed or shared. Licenses are created and managed by using digital rights management (DRM), which is the technology for securing content and managing its access rights. Some licenses may prevent you from playing files that have been copied to your device. Files that have licenses associated with them are called "protected files."

If you want to copy a protected file from your PC to your device, use the desktop Player to synchronize the file to your device (instead of dragging the file from a folder on your PC to a folder on your device, for example). This will ensure that the license is copied along with the protected file. For more information about synchronizing files to your device and other mobile devices, see desktop Player Help.

Note: You can view the protection status of a file by checking its file properties. Highlight the file and tap **Menu > Properties**.

Play items on your device

Use the library to find and play songs, videos, and playlists that are stored on your device or removable storage card.

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 library you want to use (such as **My Device** or **Storage Card**).
3. Tap a category (such as **My Music** or **My Playlists**). Tap and hold the item that you want to play (such as a song, album, or artist name) and tap **Play**.

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

Play an item on a network

Use the Open URL command to play a song or video that is stored on the internet or on a network server.

1. If you are not on the **Playback** screen, tap **OK** to close the current screen and display the **Playback** screen.
2. Tap **Menu > Open URL**.
3. Do one of the following:
 - In the **URL** box, enter a network address.
 - In the **History** box, tap a URL that you have previously used.

Note: To play an item on a network, you must be connected to one. For more information about creating a remote connection between your device and a network, see the *Getting Connected* chapter in this manual and **Connections** help on the device.

Copy files to your device

Use the latest version of the desktop Player (Windows Media Player 10 or later) to synchronize digital media files to your device (instead of dragging a file from a folder on your PC to a folder on your device). Using the desktop Player ensures that licenses are copied with protected files.

When synchronizing files, always synchronize them to a storage card that is inserted into your device. Do not synchronize to a storage card that is inserted into a storage card reader. In addition, do not synchronize to the internal

storage location in your device. For more information about synchronizing files to mobile devices, see desktop Player Help on the PC.

Note: Audio files copy faster if the desktop Player is configured to automatically set the quality level for audio files copied to your device. For more information, see desktop Player Help on the PC.

Troubleshooting

If you encounter a problem while using the Windows Media Player, 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 website
<http://www.microsoft.com/windows/windowsmedia/player/windowsmobile/troubleshooting.aspx>.

7.7 Internet Explorer Mobile

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

Start Internet Explorer Mobile:

From the **Today** Screen, tap **Start > Internet Explorer**.



Use Internet Explorer

To go to a website, tap in the address bar and enter the address of the site.

Tap the green arrow to the right of the address bar to go there, or tap **Go** on the bottom left menu option when you have typed in the new address.

Go to a website using the Favorites list

You can store the websites you want to visit most frequently in the **Favorites** list.

This list can also be synchronized with your PC so that **Favorites** in your PC are also carried with you on your Pocket PC.

Open the Favorites list

In Internet Explorer Mobile, tap **Menu > Favorites**.



Go to a webpage on the Favorites list

Tap on the name of the link to go to that webpage.

Edit the Favorites list

With the Favorites list open, click on the **Add/Delete** tab at the bottom of the screen. You may select links, edit their names, delete them or add new links.

Add the current webpage to the Favorites list

1. Navigate to a page you wish to appear on the **Favorites** list.
2. Tap **Menu > Add to Favorites**.

Transfer favorites from your PC

You can transfer the favourites you have stored on your PC to your device by synchronizing the Internet Explorer favourites on your PC with your device.

1. In ActiveSync on your PC, on the **Tools** menu, click **Options**, and select **Favorites**.
2. In Internet Explorer on your PC, save or move favourite links to the **Mobile Favorites** subfolder in the **Favorites** list.
3. Connect your mobile device to your PC. If synchronization does not start automatically, click **Sync**.

Choose a Homepage

1. In Internet Explorer Mobile, tap **Menu > Tools > Options > General** tab.
2. Do one of the following:
 - To use the displayed page as your Homepage, tap **Use Current**.
 - To use the default Homepage, tap **Use Default**.

Note: To open your Homepage, tap **Menu > Home**.

Change the size of text on web pages

In Internet Explorer Mobile, tap **Menu > View > Text Size** and tap the size you want.

Show or hide pictures on web pages

In Internet Explorer Mobile, tap **Menu > View > Show Pictures**. A check mark next to **Show Pictures** indicates that pictures will be displayed on Web pages.

Change how web pages fill the screen

1. In Internet Explorer Mobile, tap **Menu > View**.
2. Tap one of the following:
 - **One Column:** Arranges the content into one column that is as wide as the screen. This means that you will rarely have to scroll horizontally.
 - **Fit to Screen:** Maintains a layout similar to what you see on a desktop computer, but it makes items smaller and arranges the content so that you can see most of it without having to scroll horizontally.
 - **Desktop:** Keeps the same layout and size as on a desktop computer, which requires both horizontal and vertical scrolling.



Clear the History list

1. In Internet Explorer Mobile, tap **Menu > Tools > Options >Memory** tab.
2. Tap **Clear History**.

Save a picture from a web page

1. In Internet Explorer Mobile, tap and hold the picture, and tap **Save Image**.
2. Do one of the following:
 - To save the picture in My Pictures on your device, tap **Yes**.
 - To save the picture in another location, such as a storage card, tap **Save As**.

Change cookies and security settings

Internet Explorer Mobile supports the protocols used by Secure Sockets Layer (SSL). A connection that uses SSL helps send personal information more safely.

Cookies are small files containing information about your identity and preferences so that a page is tailored with information to suit your needs. The page sends the file and it is stored on your mobile device.

1. In Internet Explorer® Mobile, tap **Menu > Tools > Options > Security** tab.
2. Select the checkboxes for the options you want, and tap **OK**.

Note: To prevent Internet Explorer Mobile from accepting any cookies, clear the **Allow cookies** checkbox.

Delete temporary internet files

Some Web content is stored as you view it to speed up the display of pages you frequently visit or have already seen. You may want to delete these files to free storage space.

1. In Internet Explorer Mobile, tap **Menu > Tools > Options > Memory** tab.
2. Tap **Delete Files**. All pages stored on your device, including offline favourite's content, will be deleted.

Note: To end a GPRS session go to: **Start > Settings > Connections** tab > **Wireless Manager > GPRS Turn Off**.

7.8 Java

MIDlets are Java applications that can run on mobile devices. Your device supports Java 2 Micro Edition, J2ME. The Java software allows you to download Java applications, such as games and tools that are specifically designed for mobile devices. This gives you the flexibility of installing and managing additional J2ME applications from the internet.

Install MIDlets from the internet

1. Locate the MIDlet / MIDlet suite while connected to the internet.
2. Select the MIDlet / MIDlet suite to download.
3. Confirm to start downloading.
4. Run the file(s) to install.

Note: You can cancel the installation at any time.

Install MIDlets from a PC

You can install the MIDlets / MIDlet suites on your device from a PC using the USB cable or Bluetooth. MIDlets copied to your device using Bluetooth or e-mail attachments are automatically saved in the **My Documents** folder.

However, you can copy the MIDlet file(s) from a PC to any of the following temporary folders on your device from where MIDlet Manager can install them.

1. Device memory: /My device/My Documents/My MIDlets.
2. Storage card: /My device/Storage Card.

Note: If the My **MIDlets** folder does not exist in **My Documents**, you can create one with the same folder name. However, a folder named Storage Card automatically appears after you insert a storage card into your device.

Install a MIDlet / MIDlet suite

1. Tap **Start > Programs > MIDlet Manager > Menu > Install > Local** to install the MIDlets currently saved on your phone, or **Browse** to search the internet for midlets.
2. Select the MIDlet / MIDlet suite from the list by using the **Navigation controller**.
3. Tap **Install**.
4. Tap **OK** to install.
5. Tap **Continue** to confirm the installation.

Note: To remove MIDlet files from the temporary folder, tap **Delete** from the shortcut menu.

Run MIDlets on your device

1. Tap **Start > Programs > MIDlet Manager**.
2. Select a MIDlet from the list by using the **Navigation controller**.
3. Press the **Action** button to run the MIDlet.

Manage MIDlets

You can organise MIDlets into folders in order to find them easily:

1. Click **All** on the top left.
2. Arrange by **All**, **Recent** or **Running**.

Change the display name of a MIDlet

1. Tap **Start > Programs > MIDlet Manager**.
2. Select a MIDlet by using the **Navigation controller**.
3. Tap and hold to open the secondary menu.
4. Select **Rename**.
5. Enter the new name.
6. Tap **OK**.

Note: You cannot change the name of a MIDlet suite.

Uninstall a MIDlet

1. On the **MIDlet Manager** screen, tap and hold on a MIDlet in order to open the secondary Menu.
2. Tap **Uninstall > OK**.

Note: You cannot uninstall a single MIDlet from a MIDlet suite; you must uninstall the complete MIDlet suite.

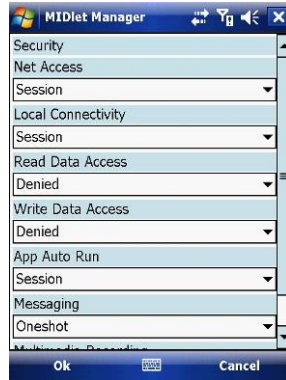
Configure MIDlet security

You can adjust security settings for each MIDlet / MIDlet suite.

1. Tap and hold on a MIDlet in order to open the secondary menu.



2. Configure security options such as **Local Connectivity**, **Net Access** and **App Auto Run**.



Below are security options that you can set for a running MIDlet / MIDlet suite.

Security Option	Description
Net Access	Determines whether a MIDlet / MIDlet suite can access the internet.
Local Connectivity	Enables a MIDlet / MIDlet suite to access services such as Bluetooth.
App Auto Run	Enables a MIDlet / MIDlet suite to run at specified times or anytime.

7.9 Wireless Manager

Wireless Manager is an integrated interface that combines **Bluetooth**, **Wi-Fi**, and **Phone** functions into one page. To manage these wireless connections, tap **Start > Settings > Connections** tab > **Wireless Manager**. You may also access **Wireless Manager** from the **Today** screen.



Note: Tap **All Wireless Turn On/All Wireless Turn Off** to turn on/off all wireless connections. If you only want to turn one connection, such as Bluetooth, tap **Bluetooth Turn Off**. Tap **Settings** to set up the individual wireless connections.

7.10 Notes

Notes help you 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 text using the onscreen keyboard or handwriting recognition software. You can also use the stylus to write or draw on the screen. On devices that support recording, you can create a standalone recording or embed a recording in a note.

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**.

Create a note

1. Tap **Start > Programs > Notes > New**.
2. Tap the **Input Selection** 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 Selection** arrow is not displayed, tap the **Input Method** icon.
4. When finished, tap **OK** to return to the note list.



7.11 Office Mobile

Office mobile is a suite of mobile Microsoft applications. These applications (Excel Mobile, PowerPoint Mobile and Word Mobile) are cut down versions of the full package available for PCs. Access Office Mobile by tapping **Start > Office Mobile**.

Microsoft Word Mobile

Microsoft Word Mobile is a pocket 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 Microsoft Word Mobile and save them as *.doc, *.rtf, *.txt, and *.dot files.

You can have only one document open at a time. When you open a second document, the first one is saved and closed automatically.

When you close a newly created document, it is automatically named after the first several words in the document and placed in the Word Mobile document list. You can easily rename the document with a more meaningful name and move it to another folder or a storage card.

Run Microsoft Word Mobile

- Tap **Start > Office Mobile > Word Mobile**.



Create a new document

Tap **Menu** > **File** > **New**.

Send a document

To send to another device nearby, you may use Bluetooth beaming.

1. Tap the file you would like to send to another device.
2. Go to **Menu** > **File** > **Beam...**
3. Select the device to which you want to beam the file.

Send via a messaging account

You may send the file via e-mail or MMS to another user.

1. Tap the file you would like to send out.
2. Tap **Menu** > **File** > **Send via E-mail**.
3. Choose the account from which you wish to send the file (e.g. Outlook, Hotmail, MMS, etc).
4. Type in the recipient address into the e-mail. The file is already attached.
5. Tap **Send**.

Note: Work in full-screen mode to see as much of your workbook as possible. Tap **View** > **Zoom** and select a percentage so that you can easily read the worksheet.

Unsupported features in Word Mobile

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.

The following features are not supported in Word Mobile:

- Backgrounds.
- Shapes and text boxes.
- Artistic page borders.
- Smart tags.
- Metafiles.
- Bidirectional text. While Word Mobile will open documents containing bidirectional text, the indentations and alignment may be displayed and saved incorrectly.
- Password-protected files. Word Mobile cannot open password-protected documents. You must first remove the password protection in Microsoft Word Mobile on the PC if you want to view the document on the device.
- Document protection. Microsoft Word Mobile does not support displaying files that have been protected in Microsoft Word on the PC.

The following features are partially supported by Microsoft Word Mobile:

- Picture bullets.
- Revision marks.
- Table styles.
- Underlining styles. Underlining styles not supported by Microsoft Word Mobile become one of these four supported styles: regular, dotted, wavy or thick/bold/wide.
- Legacy Pocket Word files. You can open *.psw files in Microsoft Word Mobile. However, if you edit a file, you will need to save it in *.doc, *.rtf, *.txt, or *.dot formats.

The following features are not supported on the device. However, they are retained so that when a file is opened on the PC again, they appear as before.

- Footnotes, endnotes, headers, footers.
- Page breaks.
- Lists.
- Fonts and font sizes. Fonts not supported by the device are mapped to the closest font available, although the original font will be listed on the device.

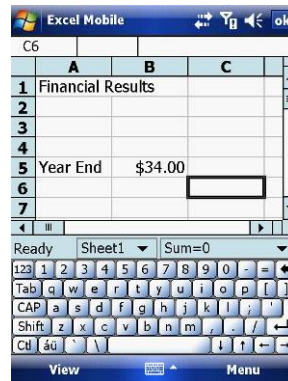
Microsoft Excel Mobile

Microsoft 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 on your device.

Run Microsoft Excel Mobile

Tap **Start > Office Mobile > Excel Mobile**.

The program operates much as the desktop PC version, allowing entry of numbers, formulas, text, sorting and auto filtering.



Create a new Workbook

Tap **Menu > File > New**.

Send a Workbook

To send a workbook to a device nearby, you may use Bluetooth beaming.

1. Tap the file you would like to send to another device.
2. Go to **Menu > File > Beam...**
3. Select the device to which you want to beam the file.

Send via a messaging account

You may send a file via e-mail or MMS to another user.

1. Tap the file you would like to send.
2. Tap **Menu** > **File** > **Send via E-mail**.
3. Choose the account from which you wish to send the file (e.g. Outlook, Hotmail, MMS, etc).
4. Type the recipient address into the e-mail. The file is already attached.
5. Tap **Send**.

Note: Work in full-screen mode to see as much of your workbook as possible. Tap **View** > **Zoom** and select a percentage so that you can easily read the worksheet.

Unsupported features in Excel Mobile

- Alignment: Horizontal, Vertical, and Wrap-Text attributes remain the same, but vertical text appears horizontal.
- Borders appear as a single line.
- Cell patterns: Patterns applied to cells are removed.
- Fonts and font sizes: Fonts not supported by your device are mapped to the closest font available. The original font is listed on your device. When the workbook is opened on your PC again, data is displayed in the original font.
- Number formats: Numbers formatted using the Microsoft Excel 97 conditional formatting feature are displayed in Number format.
- Formulas and functions: If an Excel file contains a function that is not supported by Excel Mobile, the function is removed. Only the returned value of the function appears. The following formulas are also converted to values: formulas entered as an array or containing an array argument (=SUM({1;2;3;4})), formulas containing external link references or an intersection range reference and formulas containing references past row 16384 are replaced with #REF!
- Protection settings: Most worksheet and workbook protection features are disabled but not removed. However, support for password protection is removed. Workbooks that are password-protected or workbooks in which one or more worksheets are password-protected cannot be opened. You must remove the password protection in Excel on the PC and then synchronize to open the file on the device.
- Zoom settings are not retained. Excel supports a per worksheet zoom setting, while the Excel Mobile zoom setting is applied to the entire workbook.
- Worksheet names: Names that reference worksheets within the same workbook are displayed accurately, but names that refer to other workbooks,

arrays (={1;2;3;4}), array formulas, or intersection ranges are removed from the name list. If a name is removed from the list, it is left in formulas and functions, causing those formulas to be resolved as “#NAME?” All hidden names are not hidden.

- AutoFilter settings are removed. However, you can use the AutoFilter command in Excel Mobile to perform similar functions. If you have an AutoFilter applied to a worksheet that causes rows to be hidden, the rows remain hidden when the file is opened in Excel Mobile. Use the Unhide command to display the hidden rows.
- Chart formatting. All charts will be saved the way they are shown in Excel Mobile. Unsupported chart types are changed to one of these supported types: Column, Bar, Line, Pie, Scatter, and Area. Background colours, gridlines, data labels, trend lines, shadows, 3D effects, secondary axes, and logarithmic scales are turned off.
- Worksheet features. The following features are not supported in Excel Mobile and are removed or modified when a workbook is opened on the device: hidden sheets are not hidden; VBA modules, macro sheets and dialog sheets are removed and replaced with a place holder sheet; text boxes, drawing objects, pictures, lists, conditional formats, and controls are removed; pivot table data is converted to values.

Microsoft PowerPoint Mobile

With PowerPoint Mobile, you can open and view slideshows created on your PC in *.ppt and *.pps format with PowerPoint '97 and later. Many presentation elements built into the slideshows such as slide transitions and animations will play back on the device. If the presentation is set up as a timed slideshow, one slide will advance to the next automatically. Links to URLs are also supported. PowerPoint features not supported on the device include:

- Notes. Notes written for slides will not be visible.
- Rearranging or editing slides. PowerPoint Mobile is a viewer only.
- File formats. Files created in *.ppt format before PowerPoint 97 and HTML files in *.htm and *.mht formats are not supported.

Start a slideshow presentation

1. Tap **Start > Office Mobile > PowerPoint Mobile**.
2. In the presentation list, tap the slideshow you want to view.
3. Tap the current slide to advance to the next slide.

If the presentation is set up as a timed slide show, slides advance automatically.

Stop a slide show

In a PowerPoint Mobile presentation, tap and hold a slide and tap **End Show**.

Navigate between slides

You can advance to the next slide (if the presentation is not set as a timed slideshow), return to the previous slide or go to any slide out of sequence.

1. Tap **Start > Office Mobile > PowerPoint Mobile**.
2. Open the presentation you want to view.
3. Tap **Next** or **Previous**, or tap **Go to Slide** and tap the slide you want to view.

Tap the current slide to go to the next one.

If you have zoomed in to see a slide in more detail, you cannot navigate to another slide until you zoom out. Tapping **Next** or **Previous** may play an animation on a slide rather than navigate to another slide.

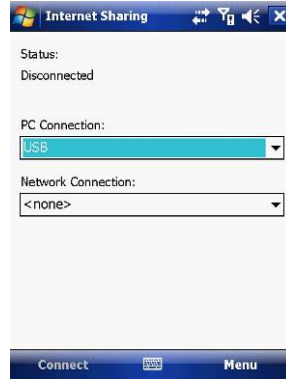
7.12 Internet Sharing

Internet sharing is a way to use your Pocket PC as a cellular modem for your laptop or desktop PC. Here, we provide a brief overview of the subject. You can find step-by-step guidelines for configuring your device for use as a Wireless Modem on <http://www.clubimate.com> and on the Getting Started CD that came with your device.

Note: Your cellular account must already be enabled with a data plan.

Start Internet Sharing

From the **Today** Screen, tap **Start > Programs > Internet Sharing**.



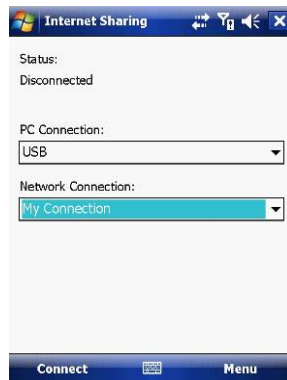
You should choose how you wish to connect your desktop/laptop PC to your Pocket PC.

In the **PC connection** field, choose USB (for a wired connection) or Bluetooth PAN.

Next, you must choose the data connection that you will use to connect to the internet. You can choose this from a drop-down list of all connections that have been configured. If you have not already set up a connection for accessing the internet, please refer to *Chapter 4, Get Connected*.

If you have chosen to connect over USB

1. Tap **Connect** at the bottom of the screen.
2. Now connect your Pocket PC to your computer using the USB cable supplied.
3. Pocket PC Status will show **Connected**. Your PC is now connected to the internet.



Note: You must run ActiveSync 4.5 or later to use this feature. If you are running an earlier version, upgrade to this using the companion CD that came with your device.

If you have chosen to connect using Bluetooth PAN:

1. You will be prompted about your wish to make your device visible to other users. Click **Yes** if this is the first time that you are setting up the connection.
2. On your PC, perform a Bluetooth Search for the Pocket PC.
3. Follow the process shown on your PC screen to bond it to the Pocket PC.
4. On your PC, go to **Start > Connect to > Show All connections**.
5. Double click the Icon in the Bluetooth Personal Area Network area.
6. Choose to connect the PC to the Pocket PC.

7. Your PC will now be connected to the Internet.

Full further detailed instructions for performing this procedure through Windows XP, running the standard Microsoft Bluetooth stack, can be found at <http://www.clubimate.com> or on the Companion CD that came with your device.

7.13 File Explorer

Your pocket PC has a **File Explorer** application, just like your PC, that allows you to manage files.

Run File Explorer

On the Today Screen go to **Start > Programs > File Explorer**.

You are presented with a list of files and folders inside the current folder. To move up a level, tap **Up**. To go into a folder, click on a folder name.

Copy a file

1. Tap and hold a file name. A menu will then appear.
2. Choose **Copy**.
3. Move to another folder. When you reach the folder where you want the file to be, tap and hold it with the stylus and tap **Paste**. To move the file rather than copy it, select **Cut** in step 2.

E-mail a file

1. Tap and hold on the name of a file.
2. Select the **Send...** option from the menu that appears.
3. Choose an account from which you will send this file.
4. Enter an file addressee and tap **Send**. The file is sent as an attachment.

Delete a file

1. Tap and hold on the name of a file.
2. Select **Delete**.

Create a new folder on the device

1. Move to the directory where you want to create a new directory.
2. Tap **Menu > New Folder**.

View a Web Folder from your device

You can access folders on your corporate intranet.

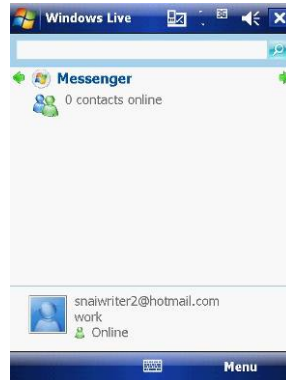
To do this tap **Menu > Open Path > New Path** and type in the path of the folder on the network. Your device will connect to the Work Connection in order to find the web folder.

7.14 Windows Live

Windows Live enables you to send instant messages and e-mail, search for information, directions, maps and images, and have access to your own space.

Start Windows Live

1. Tap **Start > Programs > Windows Live**
2. Tap **Sign in to Windows Live**. Follow the onscreen instructions.



Use the arrows at the top to cycle between **Sync**, **Mail** and **Messenger**.

Options

Tap **Menu > Options**. To see the options below:

1. Today screen options	Check the boxes to show the Live Search bar and Windows Live services .
2. Sync Options	Selects which options to sync.
3. Sync Schedule	Chooses when to synchronize.
4. Sync Status	Displays when Windows Live was last synchronized.
5. E-mail	Chooses the preview size and check whether or not to send messages immediately.

6. Messenger	Sets the notification types and font and check the box to automatically play voice clips.
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Account Options

Tap **Menu** > **Account options**. To see the options below:

1. Clear password	Tap Yes to clear the password.
2. Switch Account	Tap to switch e-mail accounts.
3. Terms of use	Displays the terms of use for Windows Live.
4. Privacy Statement	Displays the Windows Live privacy statement.

Messenger

See *Chapter 5.4* for details on using messenger services.

Mail

- Tap anywhere on the **Mail** screen to go to the **Mail Inbox**.
- Tap **Menu** to send new e-mails, reply and set the options.

Sync

Display the last sync time and date.

7.15 Remote Desktop Mobile

The remote desktop mobile application is a client that allows you to access your Windows XP Professional desktop from your mobile phone.

Before starting

You need the following things:

1. Install the Windows XP Remote Desktop on the PC you want to remotely access. Click **Start > Settings > Control Panel > System > Remote** tab. Check the **Allow users to connect...** box in **Remote Desktop**. Click **Apply** and **OK**.

Note: See your system administrator or www.Microsoft.com for further help.

2. Connect to the internet through a VPN or use the host computer IP address.

Start Remote Connection

1. Tap **Start > Programs > Remote Desktop Mobile**.
2. Insert the **Computer** name or **IP address**, **User name**, **Password** and **Domain**.
3. Tap **Connect**.



Options

Tab	Description
Display	Selects the number of colours: 256 or High Color (16 bit) . Check either Full screen or Fit remote desktop to screen .
Sound	Choose: Mute , Play on remote computer or Play on this device .

7.16 Remote Control

Your mobile phone can be used as a remote control to control TVs, DVD players and other devices.

Configure the remote control

1. Tap **Start > Programs > Remote Control** to launch the remote control. When asked if you want to switch the device to landscape (right-handed) mode, tap **Yes**.

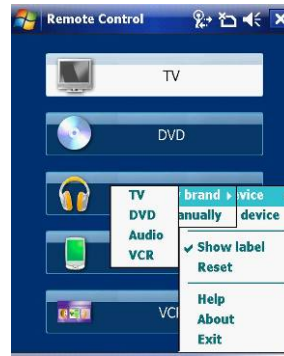


2. Tap the required item or tap **Menu** to access the following options:

Item	Description
Add device	Adds a device either by brand or manually.
Delete device	Taps to see a list of devices that have been setup. Select the device and tap delete to remove it.
Show label	Selects whether to see labels below the icons.
Reset	All devices will be removed from the program.
Help	Displays the help file.
About	Displays version information.
Exit	Closes the program.

Add a Device (By Brand)

1. Tap the type of device you want to control or Tap **Menu** > **Add device** > **By brand** > select **TV**, **DVD**, **Audio** or **VCR**.



2. From the drop down list, choose the Model of your appliance and tap **Done**.



Add a Device (Manually)

1. Tap **Menu** > **Add device** > **Manually**. Select a profile for the device and add a name for the new device. Tap **Done**.



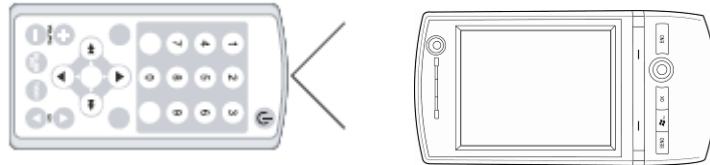
2. The example opposite shows an unconfigured screen.



3. The buttons now have to be configured. This can be done either through tapping one of the existing buttons or by tapping **Menu > Learn button**.



Position the remote control as shown below and follow the instructions on the screen.



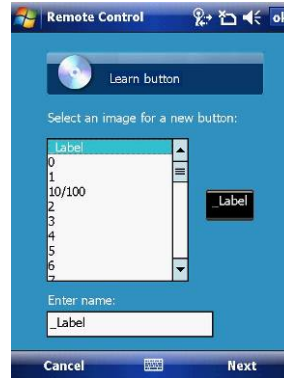
New Buttons

In addition to the preset buttons, new buttons can be added and taught to the remote control.

1. From the button screen, tap **Menu** > **Add button** or **Learn button**. Tap an empty space as indicated with a **+** to go to the next screen.

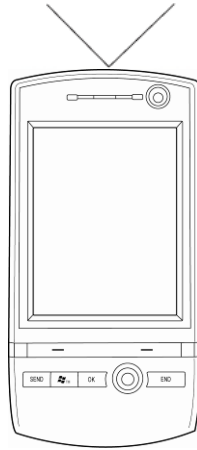
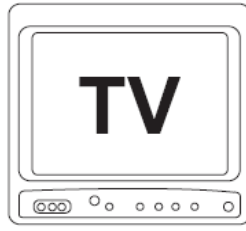


2.
 - **Add** – Select the button to add and tap **Done**. Tap the new button and go to **3**.
 - **Learn** - From the list, choose the button label or enter it manually in the field at the bottom. Tap **Next**.
3. Line up the master remote control as shown above, and tap **Start**.



Use the Remote Control

Having configured the remote control to work with your device(s), it is ready for use. Point the mobile phone at the device and tap the appropriate buttons.



7.17 ClearVue PDF

ClearVue PDF is a standalone Adobe Acrobat file viewer for your Pocket PC. Use ClearVue PDF to open and view Adobe Acrobat PDF files on your device.

Open a PDF file

Launch ClearVue PDF by tapping **Start > Programs > ClearVue PDF**.

1. Tap **File > Open**.
2. Select the folder to browse.
3. View a list of .pdf files, and then tap the file you want to view.

To open a recently opened file, tap **File > Recent Files**.

Move around in a document

When a PDF document is larger than a single screen, you can navigate in the following ways:

- Use scroll bars to move up/down and right/left.
- Use the **navigation** pad to move one line in the desired direction.

The Zoom feature

- The **Zoom** feature allows you to enlarge or reduce the document content on display. **Zoom** is available on the bottom left corner of the screen. Any percentage in the range from 25-200% is valid.
- Select **Page Width** to display the entire width of the page.
- Select **Whole Page** to display the entire page.
- Tap **Zoom > Custom...** to choose your desired percentage of magnification.

7.18 Voice Speed Dial




Voice Speed Dial enables you to record voice tags for contacts or launch programs simply by speaking a single word.

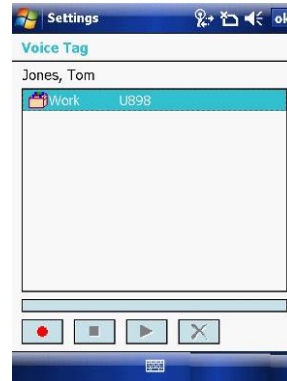
Create a voice tag for a phone number from contacts

1. On the Today screen, tap **Contacts**.
2. Tap and hold the contact listing to add a voice tag. Select the contact > tap **Menu > Add Voice Tag** or open the contact and select the phone number and tap **Menu > Add Voice Tag**.



Create a voice tag for a phone number or application from Voice Speed Dial

1. Tap **Start > Settings > Personal tab > Voice Speed Dial**.
2. Select the contact from either the **Contact** tab, **SIM** tab or **Application** tab.
3. If adding a tag to a phone number select the phone number.
4. Tap the  icon.
5. Tap the  icon and after the beep record your tag.
6. Once done, a voice tag icon will appear to the right of the number.
 - To re-record the tag, repeat steps 2-4.
 - To delete the tag select the contact on the **Voice Tag** tab and tap the delete  icon,



Make a call or launch an application using voice tags

1. Tap **Start > Programs > Voice Speed Dial**.
2. After the beep, say the word that you have assigned to the contact or application.
3. The voice tag will be played back and either dial or launch the application.

Note 1: If no voice tags have been recorded, the device will beep twice and a warning message will be displayed.

Note 2: If the command is not recognised, the device will beep twice and a warning message will be displayed. Reduce the background noise and speak clearly again.

View created voice tags

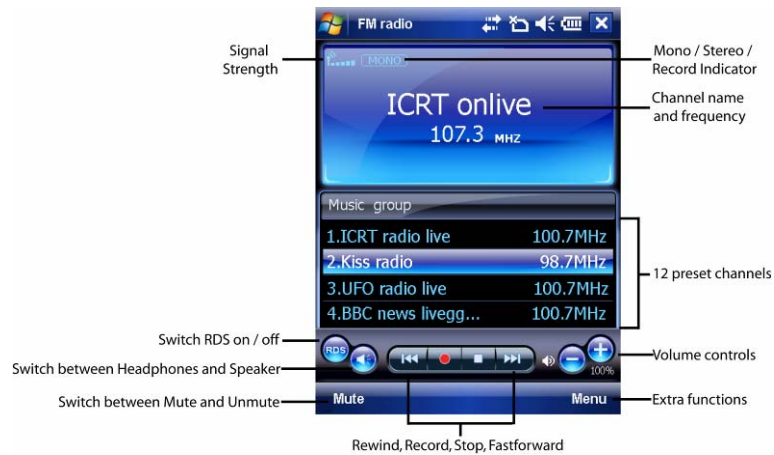
1. Tap **Start > Settings > Personal tab > Voice Speed Dial > Voice tag** tab.
2. All listed voice tags are displayed.
3. Users can play, record and delete the voice tag. Settings can also be imported and exported by clicking the icons on the right.



7.19 FM Radio

You can listen to **FM Radio** through your device. You can search channels by tapping and holding the rewind and fastforward keys or by tapping **Menu > Channels > Auto search**. This application also allows 100 user-defined favorite groups (each contains up to 18 preset channels), volume control, record button to record audio files and fine-tuned channels.

Note: The FM Radio can be used only when the headset is plugged in (as an external antenna).



Item	Description
Signal Strength	Displays the strength of the radio reception.
RDS	If switched on, the Radio Data System identifies the station name, auto retunes and goes to traffic broadcasts.
Headphones and speakers	Headphones must be plugged in, but you can listen through headphones or the device speaker.
Mute and Unmute	Switch the sound on or off.
Volume	Decrease/Increase volume.

Rewind / Fastforward	Use for manual scanning of frequencies.
Record	Tap to start recording.
Stop	Tap to stop recording or to stop playing an audio file.
Mono/Stereo/Record	Tells the user if the radio is in mono, stereo or record modes.
Channel name and frequency	The channel name is displayed if RDS is active. The frequency is permanently displayed.
Preset Channels	The radio contains 12 preset channels. These can be changed using the auto search function or the rewind and fast forward buttons.
Volume controls	Increase and decrease the volume.
Menu	Extra functions such as changing channels and audio file play. See below for further details.

Tap **Menu** to access the following features:

- **Channels** – Automatically search for, save and delete channels.
- **Set frequency** – Manually set the frequency by typing the frequency number.
- **Group** – Create a group of radio channels to listen to.
- **Playback** – Play .wav and .gsm files.
- **Setting** – Use the **General** tab to select the country where you are using the radio (Europe, USA or Australia) and to automatically exit the radio after a set period of time. Use the **Record** tab to choose where to record audio files to and their format (Wav or GSM 610).

7.20 Add More Programs to your device

You can add more programs to your device by internet purchase or through a local retailer. Programs may be added using ActiveSync or by installing the memory card that may come with your new purchase.

Chapter 8

8.1 Maintain Your Phone

8.2 Reset Your Phone

8.3 Manage Your Program Memory

8.1 Maintain Your Phone

Your phone is a well-designed and engineered product and the following tips and suggestions will enable you to make the best use of it.

- Keep the phone in a dry environment. If the phone or battery were to get wet due to misuse, this could invalidate the manufacturer's warranty.
- Do not use the phone with wet hands to avoid shocks and risks of water entering in the device, which increases the risks of damage to internal circuits. This also applies if you have to replace the SIM/USIM or micro SD card inside the phone, for whatever reason.
- Keep the phone and its accessories out of reach of young children and pets. They may accidentally damage the phone or run the risk of the smaller components being swallowed.
- Avoid storing the phone in hot environments as high temperatures can shorten the life of electronic components. There is the risk that the plastic casing can warp or melt if the temperature is high enough.
- Also avoid storing the phone in cold environments. When the phone is switched on and warms to its normal operating temperature, moisture can form inside the device, which may damage the circuit boards.
- Avoid dropping or any hard knocks to the phone as they can damage the internal circuit boards.
- If you need to clean the phone, wipe it with a soft clean cloth – avoid the use of cleaning solvents or detergents. **DO NOT** use water to clean the LCD screen.
- Do not attempt to re-spray or paint the phone.
- Do not keep the phone in or near heat sources such as radiators or microwave ovens – this can cause the battery inside the phone to overheat and explode.
- Ensure the volume is turned down if you are using headphones.
- If the phone does not work, carry out some basic troubleshooting checks and try the reset procedures described in the following section. If the problem persists, do not attempt to service or repair the device yourself as this may invalidate the terms of the warranty with the device provider. Repairs should be carried out by an authorised service provider.

8.2 Reset Your Phone

Occasionally, you may need to reset your Pocket PC Phone. A normal (or soft) reset of your device clears all active program memory and shuts down all active programs. This can be useful when the 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.

You can also perform a hard reset (also known as a Cold Boot). 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 customised on the device will be lost. Only Windows Mobile software and other pre-installed programs will remain.

To perform a soft reset

Locate the small hole on the left of the device known as the soft reset button and, using the tip of your stylus, gently push the button inwards. This type of reset will **NOT** affect your data. Otherwise simply remove the battery, wait a few seconds and insert the battery again.

To perform a hard reset

Hard reset by accessing the Master Clear Application:

1. Tap **Start > Settings > System tab > Factory Setting**
2. Proceed to enter the confirmation code: 1234. Confirm by tapping **Yes**. The system will reboot to complete the operation.

Alternatively, a hard reset may be performed using the following process:

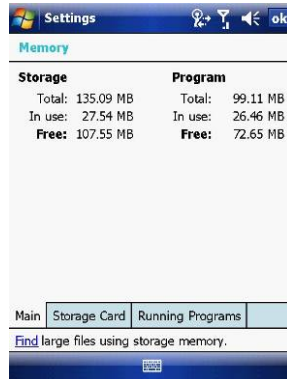
1. Simultaneously hold the **Power** button and push the soft reset button inwards.
2. Release the buttons and the device will hard reset.

8.3 Manage Your Program Memory

You may need to stop a program if the program memory is low or if the application stops responding.

To see how much memory is available

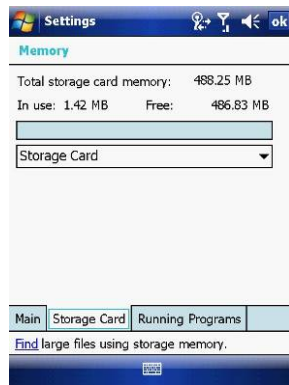
1. Tap **Start > Settings > System tab > Memory**.
2. On the **Main** tab, the amount of memory allocated to file and data storage versus program storage is displayed, as well as the amount of memory in use versus the available memory.



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 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 **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 **Search**.
- In Internet Explorer Mobile, delete temporary Internet files and clear history information. For more information, see *Internet Explorer Mobile* in *Chapter 7*.
- Remove programs you no longer use.
- Reset your device.

Appendix

A.1 Regulatory Notices

A.1 Regulatory Notices

Federal Communications Commission (FCC) Statement

You are cautioned that changes or modifications not expressly approved by the part responsible for compliance could void the user's authority to operate the equipment.

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 harmful interference to radio or television reception, which can be determined by turning the equipment off and on, 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/TV technician for help.

Operation is subject to the following two conditions:

1. Device may not cause interference.
2. Device must accept any interference, including interference that may cause undesired operation of the device.

FCC RF radiation exposure statement:

For body worn operation, this phone has been tested and meets FCC RF exposure guidelines when used with an accessory that contains no metal and that positions the handset a minimum of 1.5 cm from the body. Use of other accessories may not ensure compliance with FCC RF exposure guidelines."