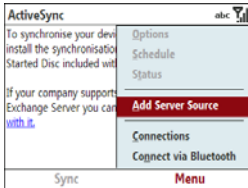
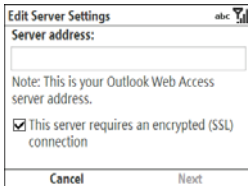



- 3 Press **Menu**  (right softkey) and select **Add Server Source**.



- 4 Enter the server address.



- 5 Check the **This server requires an encrypted (SSL) connection** box if your server uses an encrypted connection. In most cases, this box should be checked.
- 6 Press **Next**  (right softkey).
- 7 Enter the username and password you use to access your corporate mail

server, and enter the Exchange server domain.

NOTE You can't see your password as you enter it, so be careful. Be sure Caps Lock and Option Lock are not on unless you need them. For info on how to enter characters, see [Entering lowercase and uppercase letters](#) and [Entering numbers, punctuation, and symbols](#).

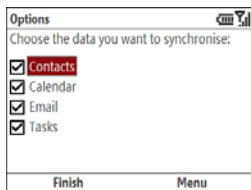
TIP The Exchange server settings are case-sensitive. Be sure to enter uppercase and lowercase letters properly.

- 8 Check the **Save password** box.

TIP If you found out from your system administrator that it is not OK to store your password, don't check the **Save password** box; you must synchronise manually (see [Initiating a wireless sync manually](#)).

TIP If you check this box and later change your Exchange password, you need to repeat the steps in this procedure and enter the new password. You cannot synchronise wirelessly until you update the password.

- 9 Press **Next** [---] (right softkey) and check the boxes for the types of information you want to synchronise with the Exchange server.



- 10 (Optional) Highlight an item, press **Menu** [---] (right softkey), and then select **Settings** to change the synchronisation settings for that type of information. Settings are not available for all items.

TIP To automatically download more of an incoming email message than the default setting, select **E-mail** in step 10 and select a higher number from the **Download size limit** list. If you don't increase this setting, you can manually download the rest of the message at your convenience.

- 11 Press **Finish** [---] (left softkey). Synchronisation with your Exchange

server begins automatically. A status bar appears onscreen indicating sync progress.

You can set a schedule for synchronisation to take place anytime info is updated on either your smartphone or the server or at certain intervals (see [Setting the synchronisation schedule](#)), or allow synchronisation to take place only when you initiate it manually (see [Initiating a wireless sync manually](#)).






Setting the synchronisation schedule

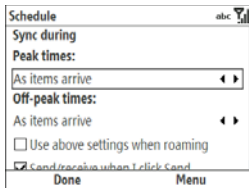
You can set a synchronisation schedule in either of the following situations:

If you use Microsoft Exchange Server 2007 or Microsoft Exchange Server 2003 with Service Pack 2: By default, wireless sync takes place anytime info is updated on either your smartphone or the server using Direct Push Technology. To save battery life, however, you can set synchronisation to take place at intervals that you specify.

If you use Microsoft Exchange Server 2003 that is not upgraded to Service Pack 2: By default, wireless sync does not

take place automatically. Set a synchronisation schedule to have sync take place either anytime info is updated on your smartphone or the server, or at certain intervals.

- 1 Press **Home** , and then press **Centre** .
- 2 Select **Applications** , and then select **ActiveSync** .
- 3 Press **Menu**  (right key) and select **Schedule**.



- 4 Set any of the following options:

Peak times: Sets the frequency for high-traffic time periods such as when you are at work or when email volume is high.

Off-peak times: Sets the frequency for low-traffic time periods such as late at night.

Use above settings when roaming:

Sets the frequency while you are roaming outside your network operator's network. You should keep this box checked to ensure that wireless sync works properly.






Send/receive when I click Send: Sets whether items are sent as soon as you select Send in the Inbox application, or whether they are held until the next synchronisation.

- 5 Press **Done**  (left softkey).

Initiating a wireless sync manually

If you want to control exactly when a wireless sync takes place, or if it is not OK to store your corporate email password on your smartphone, you can initiate sync manually.

- 1 To set up manual sync, follow the preceding procedure, [Setting the synchronisation schedule](#). In the Peak times and Off-peak times lists, select **Manual**.

- 2 To initiate a manual sync, press **Home** , and then press **Centre** .
- 3 Select **Applications** , and then select **ActiveSync** .
- 4 Press **Sync**  (left softkey).

Setting up your computer for synchronisation

Even if you are synchronising email, contacts, calendar events, and tasks directly with Exchange Server 2003 or 2007, we recommend that you install the desktop sync software from the Windows Mobile Getting Started CD so that you can sync your smartphone directly with your computer. Why? Using the desktop sync software enables you to synchronise additional info such as pictures, videos, music files, Microsoft Office files, and notes, so you can create and work on files on your smartphone and then sync changes to your computer, where you then

have a backed-up and up-to-date copy of important info.

Before you can synchronise, you need to install your desktop sync software and connect the USB sync cable to your computer. Even if you already have desktop sync software installed on your computer, you must install the software that came with your smartphone on the Windows Mobile Getting Started CD.

System requirements

Your computer must meet the following minimum system requirements:

- Windows XP Service Pack 2 or Windows Vista (later versions may also be supported)
- 32MB of available memory (RAM)
- 170MB of free hard disk space
- CD drive
- Available USB port
- USB sync cable (included with your smartphone)
- Adobe Flash Player (required to run the installation program)

TIP If you do not have Adobe Flash Player on your computer, you can download it for free from adobe.com.

Installing ActiveSync desktop software: Windows XP

If you have a Windows XP computer, the desktop sync software is called ActiveSync desktop software. The Windows Mobile Getting Started CD recognises that you have a Windows XP computer and automatically directs you to install ActiveSync desktop software. On your smartphone, the sync application is called ActiveSync.

BEFORE YOU BEGIN If you are installing the software on a computer at work, make sure your company allows you to install new software. Contact your company's IT department for help.

- 1 Close any applications that are currently running on your computer, including those running in the background. Your computer must have all its resources available to install the software.

- 2 Insert the Windows Mobile Getting Started CD into the CD drive on your computer.
- 3 Follow the installation instructions that appear on both your computer and your smartphone.

During installation, you connect your smartphone to your computer and sync for the first time. Be sure to watch what's happening on both your computer and your smartphone. For more info, see [Connecting your smartphone to your computer and Synchronisation](#).

TIP During software installation, you can select an option to synchronise email, contacts, calendar events, and tasks directly with Microsoft Exchange Server 2003 or 2007. If you choose this option, you are prompted to enter your mail server address and domain name and your Exchange server account username and password.

Installing Windows Mobile Device Center: Windows Vista

If you have a Windows Vista computer, the desktop sync software is called Windows

Mobile Device Center. The Windows Mobile Getting Started CD recognises that you have a Windows Vista computer and automatically directs you to install

Windows Mobile Device Center. On your smartphone, the sync application is called ActiveSync.

BEFORE YOU BEGIN If you are installing the software on a computer at work, make sure your company allows you to install new software—for example, that you have Administrator privileges. Contact your company's IT department for help.

- 1 Close any applications that are currently running on your computer, including those running in the background. Your computer must have all its resources available to install the software.
- 2 Insert the Windows Mobile Getting Started CD into the CD drive on your computer.
- 3 If prompted, click **RunStart.exe**.
- 4 Click **Continue**.
- 5 Select your language and click **Next**.
- 6 Select **Setup and Installation**.

7 Make sure the **Windows Mobile Device Center** box is checked, and click **Install**.

8 Follow the installation instructions that appear on both your computer and your smartphone.

During installation, you connect your smartphone to your computer and sync for the first time. Be sure to watch what's happening on both your computer and your smartphone. For more info, see [Connecting your smartphone to your computer and Synchronisation](#).

Using the desktop sync software

After you install the desktop sync software, synchronisation happens automatically anytime you connect your smartphone to your computer, as described in the next section. You can also open the desktop sync software window on your computer to perform the following tasks:


- Install applications from your computer to your smartphone (see [Installing applications from your computer](#)) or to an expansion card inserted into the

expansion card slot on your smartphone (see [Installing applications onto an expansion card](#))

- Change which applications synchronise
- In ActiveSync desktop software on a Windows XP computer, enter settings to synchronise wirelessly with Microsoft Exchange Server 2003 or 2007

DID YOU KNOW? You can also change which applications synchronise (see [Changing which applications sync](#)) and enter settings to synchronise wirelessly (see [Setting up wireless synchronisation](#)) in the ActiveSync app on your smartphone. Whether you enter changes on your smartphone or on your computer, the changes are transferred to the other location the next time you synchronise.

To open the desktop sync software, do one of the following:

Windows XP: To open the ActiveSync desktop software window, double-click the **ActiveSync**  icon in the taskbar in the lower-right corner of your computer screen.

TIP If the ActiveSync icon does not appear in the taskbar, go to **Start**, navigate to **Programs**, and then select **Microsoft ActiveSync** to open the ActiveSync window.

TIP You can enter a setting to have the ActiveSync window open automatically when you connect your computer and your smartphone. In the ActiveSync window, select **File > Connection Settings**, and then check the **Open ActiveSync when my device connects** box.

Windows Vista: To open Windows Mobile Device Center, click **Start > All Programs > Windows Mobile Device Center**.

Desktop software installation also creates a folder for your smartphone on your computer. When your smartphone is connected to your computer, opening My Computer or Windows Explorer (Windows XP) or Computer (Windows Vista) displays an icon representing your smartphone. Double-clicking this icon displays folders containing items you synchronised, such as music files, pictures, and videos.

Connecting your smartphone to your computer

NOTE If you're transferring info from a previous Windows Mobile® device or from a Palm OS® device, you can learn more about how to move content, such as pictures, music, and files, to your smartphone by going to go.palm.com/treo500v.

- 1 Prepare the AC charger by connecting the adapter that fits the wall outlet you're going to use.
- 2 Plug the AC charger into a wall outlet.
- 3 Plug the USB sync cable into an available USB port or into a powered USB hub on your computer.

TIP For best performance, plug your sync cable directly into a USB port on your computer. If your computer has USB ports on both the front and back, we suggest using the back port. If you use a USB hub, make sure it's a powered hub.

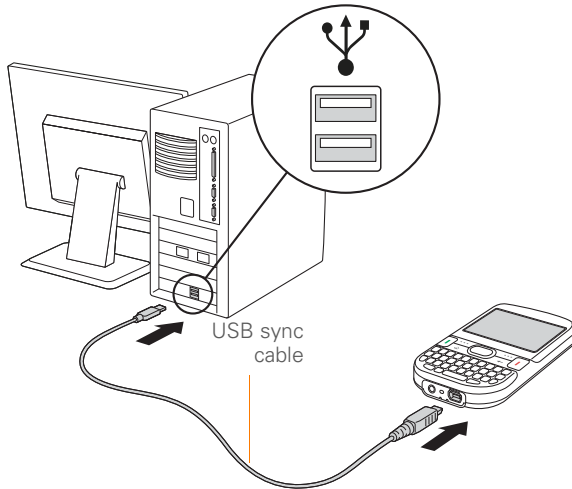
- 4 Connect the sync cable to your smartphone by inserting it into the two

sockets to the left on the bottom of the smartphone.

- 5 Connect the charger cable to the remaining socket on the bottom of your smartphone.

TIP To charge your smartphone, connect the AC charger to the connector on the bottom of the smartphone. Your smartphone also charges when it is connected to your computer using the sync cable.

DID YOU KNOW? The AC charger contains an indicator light that glows when the charger is connected to a power source.



Synchronising using the sync cable

Every time you connect your smartphone to your computer, the desktop sync software automatically turns on and

checks whether changes you made on the computer or on the smartphone need to be synchronised.

- Connect your smartphone to your computer (see [Connecting your smartphone to your computer](#)).



If you have any problems synchronising, see [Synchronisation](#) for troubleshooting suggestions.

Other ways to synchronise

Synchronising over a Bluetooth connection


You can synchronise your computer and smartphone using Bluetooth wireless technology.

BEFORE YOU BEGIN Do the following:










- Make sure your computer is equipped with Bluetooth wireless technology.
- If you have not already done so, install the ActiveSync Plug-in for Bluetooth wireless technology from the Windows Mobile Getting Started CD. The plug-in is installed on your computer and is needed to synchronise over a Bluetooth connection with your smartphone.

TIP To install the plug-in for Bluetooth technology, insert the Windows Mobile Getting Started CD into your computer's CD drive, and select **Add Programs** (Windows XP) or **Bonus Software** (Windows Vista). Select the plug-in option and follow the onscreen instructions.

1 Do one of the following:

Windows XP: On your computer, right-click the **ActiveSync**  icon in the taskbar in the lower-right corner of the screen, and select **Connection Settings**.

Windows Vista: Click **Start > All Programs > Windows Mobile Device**

- Center.** Select **Connect without setting up your device**, and then select **Connection settings**.
- 2 Check the **Allow connections for one of the following** box, and then select **Bluetooth**.
- 3 On your smartphone, press **Home** , and then press **Start** .
- 4 Navigate to the **My Settings** content list and press **All Settings**  (right softkey).
- 5 Select **Connections**, and then select **Bluetooth**.
- 6 Press **Menu**  (right softkey) and select **Turn On Bluetooth** if it is not already on.
- 7 Press **Home** , and then press **Centre** .
- 8 Select **Applications** , and then select **ActiveSync** .
- 9 Press **Menu**  (right softkey) and select **Connect via Bluetooth**.
- 10 If this is the first time you're making a Bluetooth connection to this computer, follow the onscreen prompts to set up a

Bluetooth partnership with this computer. See [Connecting to devices with Bluetooth® wireless technology](#) for more information on partnerships.

11 Select **Sync**.

- 12 When synchronisation has finished, press **Menu**  (right softkey) and select **Disconnect Bluetooth**.

Synchronising with multiple computers

You can set up your smartphone to synchronise with up to two computers as well as with Exchange Server 2003 or 2007. When synchronising with multiple computers, the items that you synchronise appear on all the computers.

For example, if you set up to sync your smartphone with two computers named C1 and C2, when you sync Contacts and Calendar on your smartphone with both computers, you get the following results:

- The contacts and calendar appointments that were on C1 are now also on C2.
- The contacts and calendar appointments that were on C2 are now also on C1.






- The contacts and calendar appointments from both computers are on your smartphone.

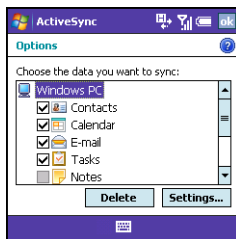
NOTE Microsoft® Office Outlook® E-mail can synchronise with only one computer.

Setting synchronisation options

Changing which applications sync

You must select sync options if you want to synchronise notes, pictures, and other types of files.

- 1 Press **Home** , and then press **Centre** .
- 2 Select **Applications** , and then select **ActiveSync** .
- 3 Press **Menu**  (right softkey) and select **Options**.



- 4 Do any of the following:
 - Check the box next to any items you want to synchronise. If you cannot check a box, you might have to uncheck a box for the same information type elsewhere in the list.
 - Uncheck the box next to any items you want to stop synchronising.

TIP To end the sync relationship between your smartphone and a computer so that items are no longer synchronised with that computer, highlight the computer name on the Options screen, press **Menu** (right action key), and then select **Delete**.






- Highlight an item and then select **Settings** to customise the

settings for that item. Settings are not available for all items.

TIP For detailed information on synchronising Word documents, Excel spreadsheets, and PowerPoint presentations, see [Synchronising your Microsoft Office files](#). For detailed information on synchronising pictures, videos, and music files, see [Synchronising your media files](#).

Stopping synchronisation

If you ever need to manually stop synchronisation, follow these steps:

- 1 Press **Home** , and then press **Centre** .
- 2 Select **Applications** , and then select **ActiveSync** .
- 3 Press **Stop**  (left softkey).



Your email

You already know how efficient email is for staying in touch.

Now your Palm® Treo™ 500v smartphone brings you a new level of convenience: email on the go. Enjoy the ease and speed of communicating with friends, family, and colleagues anywhere you can access your network operator's data network.

You can send photos to your friends and family, or create Microsoft Word or Excel files and send them to your colleagues. You can also receive attachments to view and edit at your convenience.

Benefits

- Receive photos, sound files, Word and Excel files, and more
- Attach and send files of almost any type
- Save messages from your computer to view at a convenient time

In this chapter

Setting up email	91
Sending and receiving messages	100
Working with email messages	103
Working with meeting invitations	112

Setting up email

BEFORE YOU BEGIN

- Before you use your smartphone to send or receive messages, consult your network operator for pricing and availability of email services and data rate plans.
- Make sure your phone is on and you're inside a coverage area before you send or receive messages.

Entering settings for an email account

Depending on your network operator, your smartphone may come with the MyMail

personal email service, which you can use to access one or more email accounts, already installed. You can also use other applications on your smartphone to access the many kinds of email you may use: corporate, ISP, and web-based (like Gmail and Yahoo! Mail). Before you can send and receive email on your smartphone, you need to decide which type of email account you want to access. The setup process is different for each email account type, so it is very important that you select the correct type.

Email account type	Type of email you can access	How to set up
POP/IMAP	You can obtain email from an ISP or Internet email account such as EarthLink, or from a small business or corporate Internet email account.	See Setting up a personal email account using the MyMail service , Setting up a POP/IMAP account: Common email providers , or Setting up a POP/IMAP account: Other email providers .



Email account type	Type of email you can access	How to set up
Microsoft Exchange server	You can retrieve corporate email using a Microsoft Exchange server. You can access email wirelessly if your company is using Microsoft Exchange ActiveSync®.	See Setting up wireless synchronisation . You may need to check with your IT organisation to ensure that Exchange ActiveSync® is supported and to obtain the configuration settings.
Hotmail	You can use Windows Live to access mail from your web-based Hotmail account	See Using Windows Live
Free web-based email	You can access mail from Yahoo! and other free web-based systems.	Access the email website directly using your smartphone's web browser.

TIP Some web-based email providers such as Yahoo! and Gmail allow you to configure your email account so that you can access it from the email application on your smartphone instead of from the web browser. Check the provider's website for information.

Setting up a personal email account using the MyMail service

BEFORE YOU BEGIN The MyMail service is not supported by all Vodafone operators.

Check with your network operator for availability.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select **MyMail**.
- 3 Select the **Welcome to Vodafone! Set up your MyMail account** message.
- 4 Select the link within the message.

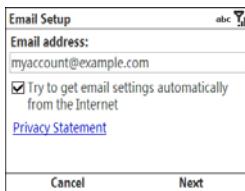
- 5 If prompted, press **Yes** (left softkey) to go to the web page.
- 6 Follow the instructions for setting up your MyMail email account.

Setting up a POP/IMAP account: Common email providers

Follow this procedure if you have a common email provider such as AOL, EarthLink, or Yahoo!. If you are setting up the Inbox application to work with your corporate email account, or you have a less-common email provider, see [Setting up a POP/IMAP account: Other email providers](#).

BEFORE YOU BEGIN Ask your email provider or system administrator for your account username and password if you don't know them.

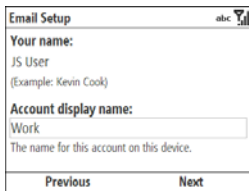
- 1 Press **Home** , and then press **Centre** .
- 2 Select **Messaging** <ICON>, and then select **New Email Account**.
- 3 Enter the email address that you want to set up. Check the box to have the setup process get your account settings from the Internet.



- 4 Press **Next** (right softkey).
- 5 If the setup process finds your account settings, press **Next** (right softkey).

If the setup process does not find your account settings, go to [Setting up a POP/IMAP account: Other email providers](#) and continue with step 6 of that procedure.

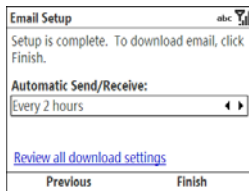
- 6 Enter your name and, if you want, change your account display name to something meaningful. For example, if this is your work email account, you can change the display name to "Work" or your company's name.



- 7 Press **Next** (right softkey).
- 8 Enter your account username and password.
- 9 If you want your password entered automatically, check the **Save password** box. If you want to enter your password each time you access this account, do not check this box.

DID YOU KNOW? Checking the **Save password** box makes it easier to check your email, because you don't have to enter your password each time. Leaving the box unchecked keeps your email more secure, because no one can download messages without entering your password.

- 10 Press **Next** (right softkey).
- 11 (Optional) Select either of the following:



Automatic Send/Receive: Change the time interval for automatically downloading email, from every 5 minutes to once a day. If you do not want to automatically download messages, select **Manually**.

Review all download options: Select this option to change download settings; see [Changing email download settings](#) for information.



- 12 Press **Finish** (right softkey). If prompted, select **OK** to download messages for this account now.

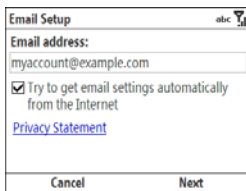
Setting up a POP/IMAP account: Other email providers



You can set up an account to send and receive email messages using an email account that you have with an Internet

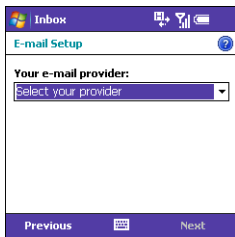
service provider (ISP), an email account that you access using a VPN server connection (such as a work account; see [Connecting to a VPN](#)), or any other IMAP or POP email account.

BEFORE YOU BEGIN Work with your email provider or system administrator to gather the following info:

- Account type (POP3 or IMAP)
 - Mail server name for receiving mail
 - Your username and password
 - Any special security requirements
- 1 Press **Home** , and then press **Centre** .
 - 2 Select **Messaging** <ICON>, and then select **New Email Account**.
 - 3 Enter the email address that you want to set up. Check the box if you want the setup process to try to get your account settings from the Internet.



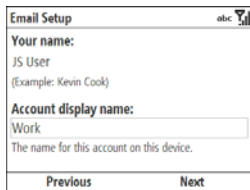
- 4 Press **Next**  (right softkey).
- 5 If you did not check the box in step 4 or the setup process does not find account settings, press **Next**  (right softkey).
If you did check the box and the account setup process finds your account settings, go to [Setting up a POP/IMAP account: Common email providers](#) and continue with step 6 of that procedure.
- 6 If prompted, select either of the following as your email provider:



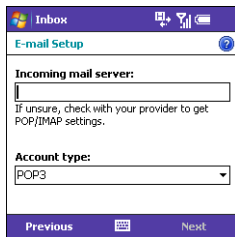
Internet email: Select this option if you access email from any type of email account except a corporate account that uses an Exchange mail server.

Exchange server: Select this option if you access email from a corporate email account using an Exchange server.

- 7 Press **Next** (right softkey).
- 8 Enter your name and, if you want, change your account display name to something meaningful. For example, if this is your work email account, you can change the display name to “Work” or your company’s name.



- 9 Press **Next** (right softkey).
- 10 Enter the name of the incoming mail server.






- 11 Select the **Account type** list, and then select **POP3** or **IMAP**.
- 12 Press **Next** (right softkey).
- 13 Enter your account username and password.

- 14** If you want your password entered automatically, check the **Save password** box. If you want to enter your password each time you access this account, do not check this box.

DID YOU KNOW? Checking the **Save password** box makes it easier to check your email, because you don't have to enter your password each time. Leaving the box unchecked keeps your email more secure, because no one can download messages without entering your password.

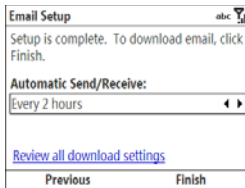
TIP For a corporate email account, ask your system administrator if it is OK to store your corporate email password on your smartphone (for increased security, you may need to enter your password each time you access your email). If it is not OK, don't check the **Save password** box.

- 15** Press **Next**  (right softkey).
- 16** If you receive an alert that your network operator has already customised the outgoing mail server settings, press **OK**  (left softkey to close the alert, and then press **Next**  (right softkey) on the outgoing mail server settings screen. Do not enter or change anything on the screen.

If you do not receive an alert, go to [Entering outgoing server settings](#).

TIP If you do not receive an alert, and if your incoming mail requires SSL, you set that option with the outgoing server settings. See [Entering outgoing server settings](#) and check the **Require SSL for Incoming email** box on the Advanced Server Settings screen.

- 17** (Optional) Select either of the following:



Automatic Send/Receive: Change the time interval for automatically downloading email, from every 5 minutes to once a day. If you do not want to automatically download messages, select **Manually**.

Review all download options: Select this option to change download

settings; see [Changing email download settings](#) for information.

- 18** Press **Finish** [⋮] (right softkey). If prompted, select **OK** to download messages for this account now.

TIP To delete an email account or to edit account settings—for example, if you need to change the name of the outgoing mail server—press **Home**, press **Centre** on the 5-way, and then press **Messaging**. To delete an account, highlight the account you want, press **Menu** (right action key), and then select **Delete**. (To delete an Outlook Email account, use the ActiveSync application.) To edit an account, highlight the account you want, press **Menu** (right action key), and then select **Settings**. Go through the screens to change the settings you want to edit.

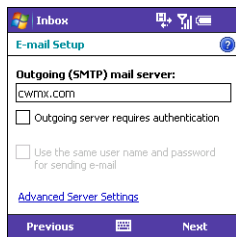
Entering outgoing server settings

If, during account setup, you do not receive an alert saying that your network operator has set the outgoing mail options, you need to manually enter these settings.

BEFORE YOU BEGIN Work with your email provider or system administrator to gather the following info:

- Mail server name for sending mail
- Any special security requirements

- 1** On the screen for entering outgoing mail settings, select the correct settings for the following:

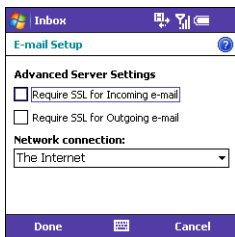


Outgoing (SMTP) mail server: Enter the server name.

Outgoing server requires authentication: Check the box if your outgoing mail server requires authentication.

Use the same user name and password for sending email: Check

- the box if the server requires you to use your account username and password when sending email.
- 2 Select **Advanced Server Settings**, and then select the correct settings for either of the following:
 - 3 Select **Done** [---] (left softkey). On the outgoing mail server screen, press **Next** [---] (right softkey).
 - 4 (Optional) Select either of the following:



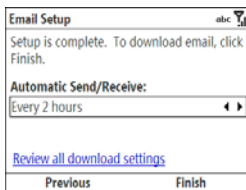
Require SSL for Incoming email:

Check the box if your account requires SSL for incoming messages.

Require SSL for Outgoing email:

Check the box if your account requires SSL for outgoing messages.

Network connection: Select the type of connection to use for sending and receiving email.



Automatic Send/Receive: Change the time interval for automatically downloading email, from every 5 minutes to once a day. If you do not want to automatically download messages, select **Manually**.

Review all download options: Select this option to change download settings; see [Changing email download settings](#) for information.

- 5 Press **Finish** [---] (right softkey). If prompted, select **OK** to download messages for this account now.

Sending and receiving messages

Selecting which email account to use

If you set up more than one email account on your smartphone (see [Setting up email](#)), you can select the account you want to use to view or send messages in one of three ways:

- Press **Home** [⏏], and then press **Left** ◀ to open the **Message Centre** content list. Select the account you want.
- By default, when you press **Home** [⏏], press **Centre** ○, and then select **Messaging** <ICON>, a list of all of your email accounts appears. Select the account you want.
- If you turn off the option to display the list of accounts (see [Customising your email settings](#)), when you open the Messaging application, the last account you were using is displayed. Press **Left** ◀ to cycle through your accounts until the name of the account you want appears in the title bar.

TIP Also press **Left** to switch to a different account after you are finished working in the first account you selected.

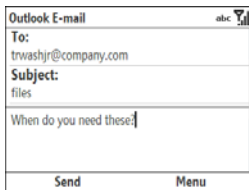
Creating and sending an email message

- 1 Press **Home** [⏏], and then press **Left** ◀ to open the **Message Centre** content list
- 2 Highlight the email account you want.
- 3 Press **New** [⋮] (left softkey).
- 4 Enter the recipient's email address. Here are some shortcuts:
 - If the recipient's name and email address are in your Contacts list, press **Menu** [⋮] (right softkey), select **Add Recipient**, and then select the recipient from the list.
 - If the recipient's name is in an online address book, you can find the name and add it. See the *User Guide* on the Windows Mobile Getting Started CD for information.

DID YOU KNOW? When addressing a message, you can enter one or more letters of the contact's first and last names, separated by a space.

TIP To address a message to multiple recipients, separate the addresses by pressing **Enter** or entering a semicolon (;).

- 5 Select **Subject** and enter a title for the message.
- 6 Press **Down** ▼ to go to the body of the message. Enter your message, or press **Menu** [⋮] (right softkey), select **My Text**, and then select a predefined phrase you want to insert.



- 7 (Optional) To attach an item to the message, press **Menu** [⋮] (right softkey) and select **Insert**. Select the type of item you want to attach, and

then select the file or record a voice note.

TIP You can send an email message with a file attached from directly within other applications on your smartphone; see [Sending email messages from within another application](#).

- 8 (Optional) Press **Menu** [⋮] (right softkey) and select **Message Options**. Select the **Priority** list, select a priority setting for the message, and then press **Done** [⋮] (left softkey).
- 9 Press **Send** [⋮] (left softkey).

TIP To save memory on your smartphone, turn off the option to save text messages in the Saved folder. In the Inbox, press **Menu** (right softkey) and select **Tools > Options**. Select **Sending**, and then uncheck the **Save copies of sent items** box.

Receiving email messages

How you receive email messages depends on the type of account you are using and how you synchronise:

- If you synchronise wirelessly with your Exchange server using Microsoft Exchange ActiveSync, new email messages are sent to your smartphone when they appear on the server, according to the schedule you set up (see [Setting the synchronisation schedule](#)), or when you manually initiate a sync (see [Initiating a wireless sync manually](#)).

TIP If you sync email with Microsoft Exchange Server 2003 or 2007, you can synchronise messages in subfolders you create. In the account Inbox, press **Menu** (right softkey) and select **Tools > Manage Folders**. Folders containing subfolders display a +. Select the + to view the subfolders. Check the box to the left of any subfolder you want to sync.

TIP If you synchronise email with Microsoft Exchange Server 2007, and you receive a message containing a link to a document on SharePoint or an internal file server, you can view the document by selecting the link.



- If you use desktop sync software to synchronise your smartphone with your computer, messages in Outlook on your computer are transferred to your smartphone when you connect your

computer and your smartphone (see [Connecting your smartphone to your computer](#)).

- For all other types of accounts, including ISP accounts and accounts you access using a VPN server connection (typically a work account; see [Connecting to a VPN](#)), message retrieval depends on the option you chose from the Automatic Send/Receive list during account setup (see [Setting up a POP/IMAP account: Common email providers](#) or [Setting up a POP/IMAP account: Other email providers](#)), as follows:

If you chose a time interval: Your smartphone automatically checks for and downloads new messages according to that interval.

If you chose Manually: Follow these steps to send and receive messages:

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select the email account containing the messages you want to view.

- 3 Press **Menu** [⋮] (right softkey) and select **Send/Receive** to synchronise your smartphone with your email server.

TIP Partially downloaded messages appear in the message list with a partial envelope icon to the left of the subject. To view the full message, either press **Menu** (right softkey) and select **Download Message**, or open the message and select **Get the rest of this message**.

DID YOU KNOW? You can view messages sent as HTML with the HTML formatting intact.

Receiving attachments

- 1 Scroll to and select the attachment name (below the subject). This marks it for download.
- 2 Synchronise the email account that contains the message as described in the previous sections.
- 3 Scroll to and select the attachment name (below the subject).
- 4 Press **Open** [⏏] (left softkey).



DID YOU KNOW? You can receive and open attachments in a number of different formats, including PDF. PDF file attachments open in PDF Viewer on your smartphone (see [PDF Viewer](#)).

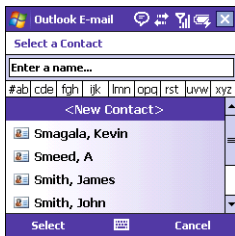
TIP You can save an attachment to an expansion card inserted into your smartphone. On the Attachment Options screen, press **Menu** (right action key) and select **Save As**. Select the **Location** list, and then select **Storage Card**.


Working with email messages

Adding a contact from an email message

You can add a contact name or email address to your Contacts list directly from the To, cc, or bcc field of an email message. You can select the name or address from either an outgoing or an incoming message, and you can either create a new contact or add the information to an existing contact.

- 1 In an open message, highlight the name or address of the contact you want to add.
- 2 Press **Centre** .
- 3 Press **Save**  (left softkey).
- 4 Select **<New Contact>** to create a new contact entry for this name or address, or select an existing contact to add the name or address to that entry.





- 5 Enter or edit the contact information.
- 6 Press **Save**  (left softkey).

Using an online address book

You can access contact information, such as an email address or phone number, from

your organisation's online address book or Global Address List (GAL). To access a GAL, make sure you are accessing either Exchange Server 2007 or Exchange Server 2003 upgraded to Service Pack 2. This feature is useful only if you know the exact name as it appears in the directory.



DID YOU KNOW? You can use the Global Address List to find a contact. In Contacts, press **Menu** (right softkey) and select **Company Directory**. When sending a meeting request, select **Attendees**, press **Menu** (right softkey) and select **Company Directory**.

- 1 In a new message, select **To**.
- 2 Press **Menu**  (right softkey) and select **Add Recipient**.
- 3 Select **New <Company Directory>**.
- 4 Enter the contact name as it appears in the directory and press **Find**  (left softkey). You must spell the contact name correctly.

TIP When you sync with Outlook on your computer, disable your online address books to avoid errors. Press **Menu** (right softkey) and select **Tools > Options**. Select **Address**, select each online address book, and then uncheck the **Check name against this server** box. Be sure to turn this option back on if you synchronise other email accounts.



Finding messages

You can find messages containing a specific word or phrase. The find feature searches names, email addresses, and subject lines.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select the account you want.
- 3 Begin typing the word or phrase you want to find. The list display changes to show only those messages containing the letters you have entered.
- 4 Continue entering letters to narrow the display until the message you want appears.


DID YOU KNOW? If you synchronise with Microsoft Outlook 2007, you can also find messages stored on your mail server.

Replying to a message

- 1 Open the message to which you want to reply.
- 2 Press **Reply**  (left softkey).
- 3 Address the message and enter any text you want to add.
- 4 (Optional) Select **Edit sender's message** to edit the original sender's message text that you include in your reply.
- 5 Press **Send**  (left softkey).

DID YOU KNOW? If you reply to a message sent as HTML, the reply is sent in HTML also.

Forwarding a message

- 1 Highlight or open the message you want to forward.
- 2 Press **Menu**  (right softkey) and select **Reply > Forward**.
- 3 Address the message and enter any text you want to add.

- 4 (Optional) Select **Edit sender's message** to edit the original sender's message text that you include in your forwarded message.
- 5 Press **Send** [⋮] (left softkey).

Deleting messages

You can delete a message you are reading, or you can delete a message from the message list.

To delete a message you are reading:

- Press **Menu** [⋮] (right softkey) and select **Delete**.

To delete messages from the message list:

- 1 Highlight the message you want to delete.
- 2 Press **Delete** [⋮] (left softkey).
- 3 Select **Yes** to confirm the deletion.




Using email shortcuts

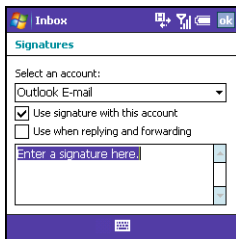
You can perform common email tasks by pressing and holding certain keys on the keyboard. Open the message you want, and then press and hold any of the following:

Press and hold...	To...
0	View all email shortcuts
1	Reply to the sender of a message and all other addressees
2	Reply to the sender only
3	Mark a message read or unread
4	Flag a message as high priority
5	Move a message between folders
6	Forward a message
7	Delete a message
8	Fully download a partially downloaded message
9	Synchronise your smartphone with the server to get and send new messages


Adding a signature to your messages

You can use a different signature with each email account.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select any email account.
- 3 Press **Menu** , (right softkey) and select **Tools > Options**.
- 4 Select **Signatures**.
- 5 Select the account for which you want to create a signature.






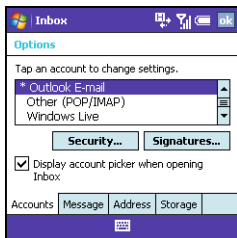
- 6 Check the **Use signature with this account** box to add this signature to new messages you create with this account.

- 7 (Optional) Check the **Include when replying and forwarding** box to add this signature to messages you reply to or forward with this account.
- 8 Select **Enter a signature here** and enter the signature text you want to use.
- 9 Press **Done**  (left softkey).

Customising your email settings

When you customise settings for an email account, the options you choose apply to that account only.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select the account you want.
- 3 Press **Menu** , (right softkey) and select **Tools > Options**.
- 4 Select **Display** and set any of the following options:



Show date and time in the message list:

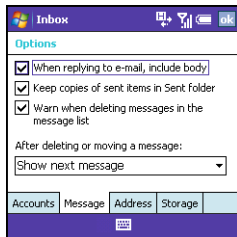
Sets whether the date and time a message is received is included in the message list.

Sort messages by: The first list specifies the criteria by which messages are sorted in the message list. The second list sets whether the sort order is ascending (A-Z or most recent to oldest) or descending (Z-A or oldest to most recent).

After deleting or moving a message:

Specifies what you want to see after you delete or move an email message you are reading: the message list, the next message, or the previous message.

- 5 Select **Sending** and set either of the following options:

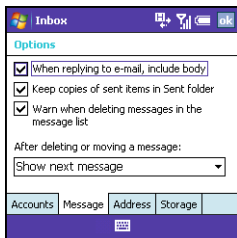


Include copy of original message when replying to email:

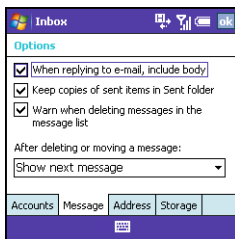
Indicates whether the body of a message you received appears in your response to that message.

Save copies of sent items: Indicates whether messages you send are stored in the Sent folder.

- 6 Select **Security** and check the **Warn before navigating to a URL or file link that is not on my device** box if you want to receive a warning message before you open a URL or file link that is not on your smartphone.



- 7 Select **Other** and set either of the following options:



Display account picker when opening Messaging:

Specifies whether a list of your email accounts appears when you open the Messaging application, allowing you to select the one you want to use. If the box is unchecked, the Inbox application opens to the last account you used.

TIP If the **Display account picker when opening Inbox** box is unchecked, repeatedly press **Left** on the 5-way after you open the Messaging application to cycle through your accounts.

Warn when deleting messages in the message list:






Specifies whether a confirmation message appears when





you delete one or more messages from the message list.

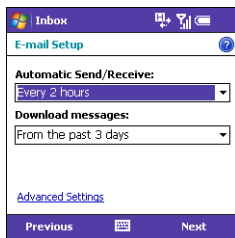
- 8 Press **Done**  (left softkey).

Changing email download settings

You can customise the download options for each email account that you have with an Internet service provider (ISP) or that you access using a VPN server connection (typically a work account).

NOTE To change options for a Microsoft Office Outlook email account, Press **Home** , press **Centre** , select **Applications** , and then select **ActiveSync** . Press **Menu**  (right softkey) and select **Options**.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select the email account you want.
- 3 Press **Menu**  (right softkey) and select **Tools > Options**.
- 4 Select **Account Settings**.
- 5 Press **Next**  (right softkey) until the following screen is displayed.



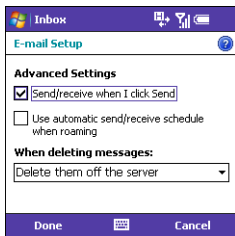
- 6 Select either of the following:

Automatic Send/Receive: Specifies the time interval for automatically downloading email, from every 5 minutes to once a day. If you do not want to automatically download messages, select **Manually**.

Download messages: Specifies the number of days' worth of email to be retrieved for each automatic or manual retrieval.

TIP To save memory, limit the number of emails that are downloaded to your smartphone by selecting a larger time interval for automatically downloading messages or a smaller time interval for how many days' worth of messages are downloaded.

- 7 Select **Advanced Settings**, and then select any of the following:



Send/receive when I click Send:

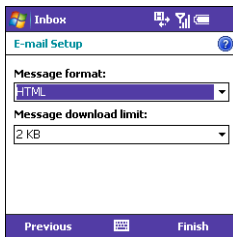
Specifies whether you can manually send and receive messages, in addition to automatically downloading them.

Use automatic send/receive schedule when roaming: Specifies whether automatic downloading takes place when you are roaming. This may result in higher connection charges than downloading while in your home network.

When deleting messages: Specifies whether messages should be deleted from the mail server when you delete them on your smartphone, or whether

messages you delete on your smartphone should remain on the server.

- 8 Press **Done** [...] (left softkey).
 9 Press **Next** [...] (right softkey).
 10 Select either of the following:



Message format: Select the format for sending and receiving messages. If you select HTML, messages sent to you as HTML are received with their formatting intact. If you select Plain Text, all messages are received as plain text.

DID YOU KNOW? Messages sent to you as plain text are always received as plain text, even if you select HTML.

Message download limit: Select the size of an incoming message that is automatically downloaded. For any message that exceeds this size, you must manually download the rest of the message. Selecting a higher limit means more of your messages will be fully downloaded, but message retrieval might take longer. You can also choose to download message headers only, regardless of size.

11 Press **Finish**  (right softkey).







Working with meeting invitations

You can receive meeting invitations on your smartphone in the same way that you receive email messages.

NOTE You can create meeting invitations on your smartphone; see [Sending a meeting request](#).

Here are the key features of meeting invitations:

- Meeting invitations appear on your smartphone in the Inbox application, not in the Calendar application.
- From within the Inbox application, you can accept, decline, or tentatively accept a meeting invitation.
- If you accept an invitation, the meeting shows up as an appointment in the Calendar application.
- You can reply to and forward meeting invitations in the same way as email messages.

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Select the account you want.
- 3 Select a meeting invitation to open it. Meeting invitations are displayed with this icon: .
- 4 To accept the invitation, press **Accept** , select whether to edit (include comments with) your response, and then select **OK**  (left softkey).
To decline or tentatively accept the invitation, press **Menu**  (right

softkey) and select **Decline** or **Tentative**.

TIP If you receive an updated meeting invitation, you can again choose to accept, decline, or tentatively accept. If you receive a meeting cancellation, you don't need to do anything.

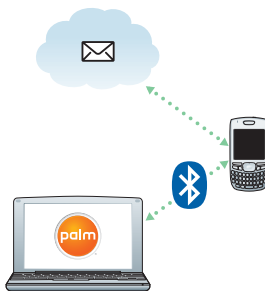
Sending email messages from within another application

You can send files such as pictures, videos, and ringtones as attachments to email messages (see [Creating and sending an email message](#)).

You can send certain files as attachments from within the application where the file is created or stored. For example, if you take a picture with the built-in camera on your smartphone, you can select an option to send the picture as an attachment to an

email message. You can also use this feature with videos and sound files. For details, see the chapter on the specific application.

Using a Palm® Foleo™ mobile companion with your smartphone



The Palm® Foleo™ mobile companion is designed to work as a companion to your

smartphone. The mobile companion enables you to take advantage of its ten-inch screen and full-size keyboard to manage your email and browse the web. You establish a Bluetooth® wireless connection between your smartphone and your mobile companion; then, by means of that connection, you sync the email messages that are currently in the Mobile Outlook email accounts on your phone. You can then manage your email on your mobile companion.

The mobile companion also includes applications that let you view email attachments of some common file types:

- Word and Excel® files, PDFs, and common digital photo file formats (JPG, GIF, PNG).

The Bluetooth connection between your smartphone and your mobile companion also enables you to access the Internet (for this, you'll need to check your smartphone's service plan to see if it includes dial-up networking). The mobile companion also lets you connect to the Internet through a Wi-Fi connection.

For more information, go to the page for the Foleo mobile companion on palm.com.



Your text and multimedia messages

If you need to get a short message to a friend or a coworker fast, send a text message from your Palm® Treo™ 500v smartphone to their mobile phone or email address.

If you need more than text to express yourself, use multimedia messaging to give your message extra impact by adding a photo, video, or sound file.

Benefits

- Enjoy quick communication
- Use text messaging to chat with friends
- Be as simple or as creative as you want

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Sending and receiving messages

You can use your smartphone to send and receive brief text messages (SMS) and multimedia messages (MMS). Before you send or receive messages, consult your network operator for pricing and availability of text and multimedia messaging services.

NOTE The network settings for text and multimedia messaging are preset by the network operator associated with the SIM card included with your smartphone. If you use a different SIM card associated with a different network operator, you need to manually enter network settings to use messaging services. See XXX for instructions.




Creating and sending a text message

Each text message can have up to 160 characters. You can send a message of more than 160 characters, but the message will automatically be split into several messages. If you send a text

message to an email address, the email address is deducted from the 160-character count.

DID YOU KNOW? You can send and receive text messages even while you are on a phone call. This is easiest when using a hands-free headset or the speakerphone.

BEFORE YOU BEGIN Make sure that your phone is on and that you're inside a coverage area (see [Turning your phone on](#)).

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Highlight **Text Message**.
- 3 Press **New**  (left softkey).
- 4 Enter the recipient's name, mobile phone number, or email address. Here are some shortcuts:



- If the recipient's name and email address are in your Contacts list, press **Menu** (right softkey), select **Add Recipient**, and then select the recipient from the list.

TIP You can also send a text message to a contact whose record contains a mobile phone number by looking up the contact and selecting the option to send a message to the contact.

- Press **Centre** to view a list of recently used addresses, and select the recipient from the list.
- If the recipient's name is in an online address book, press **Centre** , enter the name, press **Menu** (right softkey), and then select **Company Directory**. Select the

name, and then select either the phone number or the email address. For more information, see the *User Guide* on the Windows Mobile Getting Started CD.

- If the recipient's name and mobile number are not in your Contacts list, enter the full mobile number or email address.

TIP To address a message to multiple recipients, separate the addresses by pressing **Enter** or entering a semicolon (;). You can send a message to up to 20 addresses.


TIP To send a message to a different number for a contact, select the contact in the To field, and then edit the number that appears in the box below the contact number.

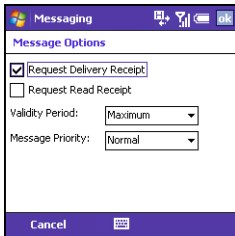
- 5 Press **Down** to go to the body of the message. Enter your message, or press **Menu** (right softkey), select **My Text**, and then select a predefined phrase you want to insert.
- 6 Press **Send** (left softkey).

Setting text message delivery options

You can set options for individual text messages you send.

DID YOU KNOW? You can set general preferences that apply to all incoming and outgoing messages (see [Customising your message settings](#)). If you set options for an individual message, those options override your general preferences for that message only.

- 1 On the message compose screen, press **Menu**  (right softkey).
- 2 Select **Message Options**.



- 3 Check the **Request message delivery notification** box to receive confirmation that the message has been delivered.

- 4 Press **Done**  (left softkey).

Creating and sending a multimedia message

Multimedia messages consist of pictures, videos, text, and sounds presented as one or more slides. You can include any of the following items:

Ringtones

- MIDI

Sound clips

- AMR
- QCELP

Pictures




- JPEG
- GIF
- WBMP

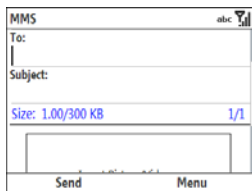
Videos


- 3GPP
- 3GPP2
- MPEG4




Outgoing multimedia messages can be up to 300KB by default, but your network operator may have a different maximum message size.

BEFORE YOU BEGIN Make sure that your phone is on and that you're inside a coverage area (see [Turning your phone on](#)).

- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list
- 2 Highlight **MMS**.
- 3 Press **New**  (left softkey)



- 4 Enter the recipient's mobile phone number or email address. Here are some shortcuts:
 - If the recipient's name and email address are in your Contacts list, press **Menu**  (right softkey), select **Add Recipient**, and then select the recipient from the list.

- Press **Centre**  to view a list of recently used addresses, and select the recipient from the list.
- If the recipient's name is in an online address book, press **Centre** , enter the name, press **Menu**  (right softkey), and then select **Company Directory**. Select the name, and then select either the phone number or the email address. For more information, see the *User Guide* on the Windows Mobile Getting Started CD.
- If the recipient's name and mobile number are not in your Contacts list, enter the full mobile number or email address.

TIP With the cursor in the To field, press **Up** on the 5-way to view the Bcc and Cc address fields.

- 5 Select **Subject** and enter a title for the message.
- 6 Select one or more of the following:
 - Insert Picture/Video:** Enables you to insert a picture. You can take a new

picture with the built-in camera or insert an existing picture.

Insert Audio: Enables you to record a message, such as a voice caption for a picture, or insert an existing sound, such as a ringtone. You can add one sound per slide; to send more than one sound in a message, add another slide to your message.

TIP You can add both a picture and a sound clip to the same slide in a message. To add a sound to a picture, select the picture thumbnail and select **Insert Audio**. To add a picture to a sound, select the sound icon, and then select **Insert Picture/Video**.

- 7 (Optional) Select **Insert Text** and enter a text caption or message for the slide you inserted.
- 8 (Optional) Press **Menu** (right softkey), select **Slides > Insert**, and repeat steps 5 and 6 to add another slide in this message.

DID YOU KNOW? If you add more than one slide to a message, you can set the length of time each slide is displayed. Press **Menu** (right softkey) and select **Slides > Duration**.

- 9 (Optional) To add a vCard (contact file) or vCalendar (calendar event file) to a message, press **Menu** (right softkey) and select **Insert > vCard** or **Insert > vCalendar**.
- 10 Press **Send** (left softkey).

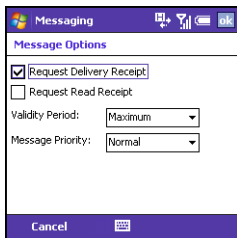
Setting multimedia message delivery options

You can set options for individual multimedia messages you send.

DID YOU KNOW? You can set general preferences that apply to all incoming and outgoing messages (see [Customising your message settings](#)). If you set options for an individual message, those options override your general preferences for that message only.

- 1 On the message compose screen, press **Menu** (right softkey).
- 2 Select **Options > Send Options**.

- 3 Select any of the following options:



Priority: Indicates the priority for this message.

Delivery/Read Report: Indicates whether you want to receive confirmation that the message has been delivered or has been read.

Hide Sender: Specifies that you do not want your phone number included with the message identifying you as the sender.

- 4 Press **Done** [⋮] (left softkey).

TIP To change the background color of outgoing multimedia messages, on the message compose screen, press **Menu** (right action key) and select **Options > Background Color**. Select the color you want, and then press **Select** (left action key).

Receiving text and multimedia messages

When your phone is on and you are in a wireless coverage area, a notification appears anytime you receive a new text or multimedia message. You can open the message directly from the notification, or you can open the message later in the Messaging applications.

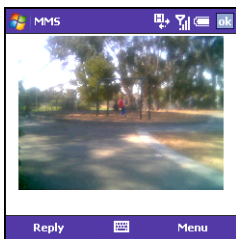
- Do one of the following to open the message:
 - If a notification appears onscreen, press **Centre** [O] to open the message.
 - If you want to view the message later, press **Home** [⏏], and then press **Left** [◀] to open the **Message Centre** content list. Select **Text Message** or **MMS**, and then select the message you want to view.

2 If prompted, press **Download** [⋮] (left softkey) to download the full message.

3 Do any of the following:

Pause or resume playback (multimedia message only):

Select **Pause** [⋮] (left softkey). To resume playback, select **Play** [⋮] (left softkey).



Save the item that is playing (multimedia message only): Press **Menu** [⋮] (right softkey) and select **Save**.

Reply to the message: Press **Menu** [⋮] (right softkey) and select **Reply** > **Reply** or **Reply** > **Reply All**.

NOTE If the message is a text message or a multimedia message containing a single picture with no audio, select **Reply** [⋮] (left softkey) to reply to the message.

Forward the message: Press **Menu** [⋮] (right softkey) and select **Reply** > **Forward**.

Add the sender's information to your Contacts list: Select the sender's phone number or email address and press **Yes** (left action key) when asked if you want to create a new contact for the sender. Select **<New Contact>** to create a new contact entry for this name or address, or select an existing contact to add the name or address to that entry. Enter or edit the contact information, and then press **Save** [⋮] (left softkey).

DID YOU KNOW? When viewing a multimedia message containing multiple slides, you can press **Right** on the 5-way to move to the next slide, or press **Left** on the 5-way to move to the previous slide.


4 Press **Done** [⋮] (left softkey).

Using links in messages

When you receive a text message that contains a telephone number, email address, or URL, you can dial the number, send an email message, or go to the web page immediately. Your smartphone automatically opens the appropriate application from the link.

- 1 Open a message in the Inbox or another folder.
- 2 Select the phone number, email address, or URL (appears as underlined blue text).

Deleting a message




- 1 Go to the Inbox or other folder containing the message you want to delete.
- 2 Highlight the message.
- 3 Press **Delete**  (left softkey).
- 4 Select **Yes** to confirm the deletion.

Customising your message settings

Many of the settings that apply to email accounts also apply to text and multimedia messaging accounts. For instructions on customising these settings, see [Customising your email settings](#).

You can customise additional settings for multimedia messages specifically.

DID YOU KNOW? Options you select for an individual message (see [Setting text message delivery options](#) and [Setting multimedia message delivery options](#)) override the general preferences you set for all messages.

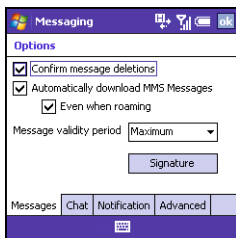
- 1 Press **Home** , and then press **Left**  to open the **Message Centre** content list.
- 2 Select **MMS**.
- 3 Press **Menu**  (right softkey) and select **MMS Settings**.

- 4 Select **MMSC Settings** and set any of the following options:



I get an error message when I select this option, so need help with what content goes here

- 5 Select **Send Options** and set any of the following options:



Priority: Indicates the priority for this message.

Validity Period: Indicates how long messages remain available to be sent if the recipient's phone or email address is not available when you originally send the message. For example, if your messages generally contain information that will not be useful to recipients after an hour, you can set the validity for one hour. Select Maximum to allow messages to remain available for the maximum period of time permitted by your network operator.

Deferred Delivery: Indicates whether you want message delivery to be deferred for the period of time you specify.

Message Type: Specifies the type of messages you are sending.

Message Size: Sets the maximum message size you can send. Do not change the size unless instructed by your network operator.

Delivery/Read Report: Indicates whether you want to receive confirmation that the message has been delivered or has been read.

Hide Sender: Specifies that you do not want your phone number included with the message identifying you as the sender.

Reply Charging/Charging: Specifies whether to apply reply charging to the entire message, to the message text only, or not at all.

Not sure what reply charging means? Do we need to explain it?

- 6 Select **Receive Options** and set any of the following options:



Home Reception: Indicates whether multimedia messages are downloaded automatically or whether you receive a prompt to download multimedia messages when you are inside your home network.

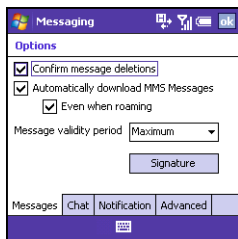
Roaming Reception: Indicates whether multimedia messages are downloaded automatically or whether you receive a prompt to download multimedia messages when you are roaming outside of your home network.

Allowed Message Types: Specifies which types of messages you allow to be downloaded to your smartphone.

Reject Anonymous Message:

Specifies that messages whose sender is hidden should not be downloaded to your smartphone.

- 7 Select **General Options** and select the number of times your smartphone should attempt to send or receive a message before an error message is displayed.



TIP Select **About** on the MMS Settings screen to view detailed information about the multimedia messaging software.

TIP You can restore the default settings for any of the options in this procedure by pressing **Menu** (right softkey) and selecting **Reset to Default**.

- 8 Press **Done**  (left softkey).

Using Windows Live



Windows Live is a set of services that combines online search features, email, and instant messaging:


Live Search: Enables you to search for text on the web directly from your smartphone.

Windows Live Mail: The next generation of the Hotmail web-based email application. Windows Live Mail offers more storage, greater message security, and easier filing of messages.

Windows Live Messenger: Enables you to see who's online and exchange instant messages (IM). Make calls to phones and computers (including video calls) and exchange pictures and other files.



Using Live Search

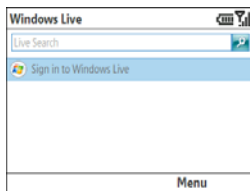
- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **Windows Live** content list and select **Live Search**.


- 3 In the search bar at the top of the screen, enter the text you want to find.
- 4 Press **Centre** .
- 5 Select the item you want from the search results. If the item you want does not appear, select **Refine** to change the text you enter, or select **More** to see more results.

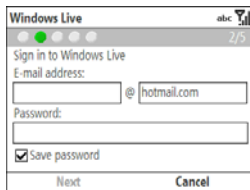
Setting up Windows Live Mail


BEFORE YOU BEGIN You must have an existing Hotmail account to use Windows Live Mail. If you do not have an account, use the web browser on your smartphone to go to www.hotmail.com, and follow the steps to set up an account.

- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **Windows Live** content list and select **Live Mail**.
- 3 Select **Sign in to Windows Live**.

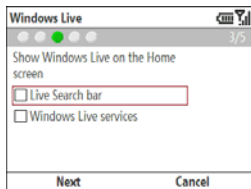


- 4 The first time you sign into Windows Live, press **Accept**  (left softkey).
- 5 Enter your Hotmail email address and password. Leave the **Save password** box checked if you want to have your password entered automatically.



- 6 Press **Next**  (left softkey).
- 7 Check the **Live Search bar** box to have the Live Search bar appear on your Today screen. Check the **Windows Live services** box to have Windows Live

Email and Windows Live Messenger appear on your Home screen.



- 8 Press **Next** (left softkey).
- 9 Select which application information—contacts, Windows Live Messenger, and/or email—you want to synchronise between the Windows Live mail server and Windows Live on your smartphone. For the applications you choose, any information that appears in your Hotmail/Windows Live account on the web—for example, your email messages and contact list—appears in Windows Live on your smartphone when you synchronise.

NOTE If you synchronise email, your Windows Live email account also appears in the Inbox application. If you synchronise

contacts, your Windows Live contacts also appear in the Contacts application.

- 10 Press **Next** (left softkey).
- 11 Press **Done** (left softkey). Your Windows Live main page is displayed.

Using Windows Live Mail

BEFORE YOU BEGIN Make sure that your phone is on and that you're inside a coverage area (see [Turning your phone on](#)).

- 1 Press **Home** , and then press **Start** (left softkey).
- 2 Navigate to the **Windows Live** content list and select **Live Mail**.
- 3 To synchronise email, contact, and/or Windows Live Messenger information, do the following:
 - Press **Right** or **Left** until **Sync** is highlighted.
 - Press **Centre** . Information is synchronised for any of the three applications you selected during setup.
- 4 To read your email, do the following:

- On your Windows Live main page, select **Mail**.
- The Messaging application opens, displaying your Windows Live mail. You can view, send, and work with messages in your Windows Live account in the same way as with messages for any other account.






TIP You can set an option to have messages pushed to Windows Live Mail on your smartphone as they arrive on the server. Open Windows Live, press **Menu** (right softkey), select **Options**, select **Home screen options**, and then select the option to download messages as they arrive.

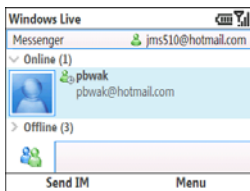
Using Windows Live Messenger

BEFORE YOU BEGIN

- You must have an existing Hotmail account to use Windows Live Messenger. If you do not have an account, use the web browser on your smartphone to go to

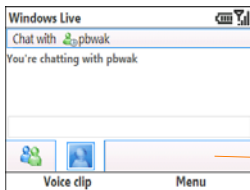
www.hotmail.com, and follow the steps to set up an account.

- Make sure that your phone is on and that you're inside a coverage area (see [Turning your phone on](#)).
- 1 Press **Home** , and then press **Start**  (left softkey).
 - 2 Navigate to the **Windows Live** content list and select **Live Messenger**.
 - 3 Press **Sign in**  (left softkey).
 - 4 If you have not already set up a Windows Live Mail account (see [Setting up Windows Live Mail](#)), the first time you sign into Windows Live Messenger, press **Accept**  (left softkey).
 - 5 If prompted, enter your Hotmail email address and password.
 - 6 To send an instant message to a contact who is online, highlight the contact name and press **Send IM**  (left softkey).



TIP If the contact you want is offline, send an email message instead. Highlight the contact name and press **Send e-mail** (left softkey). Enter a subject and body text for the email message, and then press **Send** (left softkey).

7 Do one of the following:



Text entry bar

- Highlight the text entry bar and enter your message text.
- Press **Voice clip** [⋮] (left softkey) and record a voice note by speaking

clearly with your smartphone held up facing you.

- (Optional) To add an emoticon to your message, press **Menu** [⋮] (right softkey), select **Add emoticon**, and then select the emoticon you want.
- (Optional) To send a picture or other file, press **Menu** [⋮] (right softkey), select **Send**, and then select the type of file you want to send. Capture or select the picture or other file you want.
- Press **Send** [⋮] (left softkey).
- (Optional) To exchange messages with more than one person, press **Menu** [⋮] (right softkey) and select **Options > Add participant**. Select the participant you want to add.
- To end the messaging session, press **Menu** [⋮] (right softkey) and select **End conversation**. If you are exchanging messages with more than one person, select **End all conversations** to stop all the sessions at once.

TIP From the Messenger contacts list screen, press **Menu** (right softkey) and select options to add, block, or remove a contact; change your status to “Busy,” “Away,” and so on; add a display picture or personal message; and more.



Your connections to the web and wireless devices

You use the web for so many things: finding driving directions, getting news, buying gifts, checking web-based email. Now, with your network operator's network and your Palm® Treo™ 500v smartphone's built-in web browser, you can take the web with you almost anywhere you go.

The built-in Bluetooth® wireless technology on your smartphone helps you easily set up wireless connections to a number of devices, so you can enjoy the convenience of cable-free connectivity. You can also use your smartphone to connect your computer to the Internet and to share contacts or your favourite photos with other people.

Benefits

- Carry the web with you
- Store web pages for offline viewing
- Connect to Bluetooth headsets and car kits
- Connect your computer to the Internet through your smartphone

In this chapter

Browsing the web	135
Connecting to devices with Bluetooth® wireless technology	140
Using your device as a wireless modem	145

Browsing the web

Internet Explorer Mobile provides quick and easy access to web pages. You can view most sites on your smartphone that you can view on your computer, including those with security and advanced features, such as JavaScript and frames.

Internet Explorer Mobile supports JavaScript, Secure Sockets Layer (SSL), and cookies, but does not support plug-ins (Flash, Shockwave, VBScript, WML script, and so on) or Java applets.

DID YOU KNOW? The Security certificates and 128-bit SSL strong encryption enable you to browse secure sites, such as online shopping, banking, and email. Remember, some secure sites also require a specific browser and may not work with Internet Explorer Mobile. Ask the organisation for an alternate access point that is compatible with Internet Explorer Mobile.

BEFORE YOU BEGIN Do the following:

- Be sure to subscribe to data services from your network operator. This is necessary for browsing the web.

- Make sure your phone is on and that you're inside a coverage area (see [Turning your phone on](#)).




By default, Internet Explorer Mobile scales web page content to fit your smartphone screen so that you can view most of the information without scrolling left or right.

Opening the Vodafone live! website


The Vodafone live! website gives you access to features such as ringtones, music downloads, and news. Additional fees may apply; contact your network operator for more information.

- Press **Home** , and then press **live**  (right softkey).

Opening other web pages

- 1 Press **Home** , and then press **Start** .
- 2 Navigate to the **live!** content list and select **Enter URL**.
- 3 Enter the URL for the web page you want to visit.
- 4 Press **Go**  (left softkey).



- 5 Press **Menu**  (right softkey), select **View**, and then select one of the following:

One Column: Arranges web pages into one column that is as wide as the screen, so that you don't 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 scrolling horizontally.

Desktop: Keeps the same layout and size as on a desktop computer, which requires both horizontal and vertical scrolling.

Full Screen: Hides the status and navigation areas and fills the entire

screen with the web page. To exit full screen mode, press  (right softkey).

Show Pictures: Shows or hides pictures on web pages. Hiding pictures speeds up the time it takes to load pages.

- 6 Here are some tips on viewing web pages and moving around in them:
- To view the previous page, press **Back**  (left softkey) or **Backspace** .
 - To refresh the page with the latest content from the Internet, press **Menu**  (right softkey) and select **Refresh**.
 - To scroll through the page in One Column View or Default View, press **Up**  or **Down** . In Desktop View, press **Up** , **Down** , **Left** , or **Right**  to scroll in all directions.
 - To follow a link to another web page press **Up**  or **Down**  to highlight the link, and then press **Centre**  to go to the selected page.
 - To send email from a web page, select the address link. You need to

configure an email application on your smartphone before you can use this feature (see [Your email](#)).

- To adjust the size of the text on web pages, press **Menu** (right softkey), select **View > Text Size**, and then select the size you want.
 - To view a web page's properties, press **Menu** (right softkey) and select **Tools > Properties**.
 - To view each item in a list, select the list and scroll using **Up** ▲ or **Down** ▼.
 - In a list, press **Left** ◀ or **Right** ▶ to cycle between items, and then press **Centre** ○ to accept the change.
 - In a form, such as a browser search field, press **Centre** ○ to interact with the form, and then press **Centre** ○ to stop interacting with the form.
- 7** Press **Back** to close Internet Explorer Mobile.


TIP To send a link, press **Menu** (right softkey) and select **Tools > Send Link**. Select the option you want to use to send the link: SMS (text message), MMS (multimedia message), Windows Live (if you have set up Windows Live on your smartphone), or an email account.

Creating a favourite

Favourites let you bookmark a web page so that you can instantly access it without entering the web address.




BEFORE YOU BEGIN Create the folders where you want to store your favourites first. After you create a favourite, you can't move it to another folder (see [Organising your favourites](#)).

- 1** Go to the page you want to mark as a favourite.
- 2** Press **Menu** (right softkey) and select **Add to Favourites**.

- 3 (Optional) Select **Name** and enter a different description.
- 4 (Optional) Select **Folder**, and then select the folder where you want to create the favourite.
- 5 Select **Add**  (left softkey).






TIP To delete a favourite or folder, press **Menu** and select **Favourites**. Highlight the item you want to delete, press **Menu** (right softkey), and then select **Delete**. Press **Yes** (left softkey) to confirm the deletion.

Viewing a favourite

- 1 Press **Home** , and then press **live!**  (right softkey).
- 2 Press **Favourites**  (left softkey).
- 3 Select the page you want to view in the list.

Organising your favourites

You can create folders to organise your favourites. For example, you can store travel links in one folder, stock links in another, and business links in a third folder.

- 1 Press **Home** , and then press **live!**  (right softkey).
- 2 Press **Favourites**  (left softkey).
- 3 Press **Menu**  (right softkey) and select **Add Folder**.
- 4 Enter the folder name.
- 5 Press **Add**  (left softkey).

Downloading files and images from a web page

You can download files that are usable on your smartphone, such as new applications, MIDI ringtones, or pictures.

- 1 Go to the page that contains the link to the file you want to download.
- 2 Select the link to download the file.
- 3 Select **Name** and enter a new name for the file.
- 4 Select the **Folder** list, and then select the folder where you want to save the file.

- Select the **Location** list, and then select where you want to store the file: **Main memory** or **Storage card**.
- Press **Done** (left softkey).

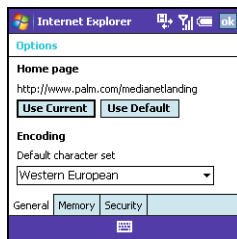
Returning to recently viewed pages

The History list stores the addresses of the pages you visited recently.

- Press **Menu** (right softkey) and select **History**.
- Select the web page you want to view.

Customising your Internet Explorer Mobile settings

- Press **Menu** (right softkey) and select **Tools > Options**.
- Select **General** and set any of the following options. Press **Done** (left softkey) when you have finished.



Play sounds: Specifies whether your smartphone plays any sounds associated with a web page.

Warn when changing to an unsecured page: Sets whether a message appears when you switch from a secure page to one that is not secure.

Allow cookies: Sets whether your smartphone accepts cookies (small files containing info about your identity and preferences). The page sends the file and stores it on your smartphone.

Encoding: Sets the character set for the web pages you view.

Warn when page content is blocked

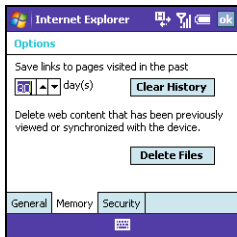
by security settings: Sets whether a message appears when you attempt to open a page that does not meet the security standards associated with your smartphone.

Select Connections and set either of the following options. Press **Done** [⋮] (left softkey) when you have finished.

Automatically detect settings:

Select network:

- 3 Select **Memory**, highlight any of the three options, and press Clear [⋮] (right softkey) to delete the selected files. Press **Done** [⋮] (left softkey) when you have finished.

**Save links to pages visited in the past:**

Sets how many days of activity the History list stores.

Clear History: Empties the History list.

Delete Files: Removes web files that you previously viewed synchronized with your computer.

- 4 Press **Done** [⋮] (left softkey).

Connecting to devices with Bluetooth® wireless technology

With the built-in Bluetooth® wireless technology on your smartphone, you can connect to a number of Bluetooth devices such as a headset or hands-free car kit, as well as to other phones, handhelds, or piconets. When you connect to another device, you create a partnership (also referred to by terms such as *trusted pair*, *trusted device*, or *pairing*) with that device.

KEY TERM Partnership Two devices—for example, your smartphone and a hands-free device—that can connect because each device finds the same passkey on the other device. After you form a partnership with a device, you don't need to enter a passkey to connect with that device again. Partnership is also known as paired relationship, pairing, trusted device, and trusted pair.

If your computer is enabled with Bluetooth wireless technology, you can also synchronise wirelessly or use your phone as a wireless modem.

You can create a list of Bluetooth devices that you trust to communicate with your smartphone. When communicating with trusted devices, your smartphone skips the discovery process and creates a secure link as long as the device is within range.

Bluetooth range is up to 9 meters in ideal conditions. Performance and range are affected by physical obstacles, radio interference from nearby electronic equipment, and other factors.





When you configure a headset (see [Connecting to a Bluetooth® hands-free device](#)), the headset is automatically added

to your trusted device list. Follow the steps in this section to add other devices, such as your computer, to your trusted device list.

DID YOU KNOW? Check your battery level before establishing a Bluetooth connection. If the battery level is low, you can't make a Bluetooth connection.

TIP You can set up a connection to a nearby Bluetooth printer. To print a file, open the file, press **Menu** (right softkey), and then select **Print via Bluetooth** in any application that supports this feature.

Entering basic Bluetooth settings

- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **My Settings** content list, highlight **Bluetooth**, and then press **Turn On**  (left softkey).
- 3 If you want to allow Bluetooth devices that are not on your Trusted Device list to request a connection with your device, select **Bluetooth**, press **Menu**  (right softkey), and select **Turn On Visibility**. Your device remains accessible to other devices

until you press **Menu** [---] (right softkey) and select **Turn Off Visibility**.

The Bluetooth status icon

The Bluetooth icon on your Today screen indicates the status of the Bluetooth feature:



Bluetooth on.



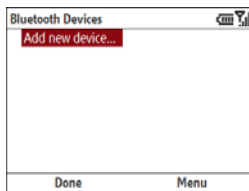
Call in progress with a Bluetooth headset or car kit.



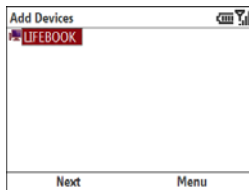
Music files are playing through a Bluetooth headset.

Requesting a connection with another Bluetooth device

- 1 Press **Home** [⏏], and then press **Start** [---] (left softkey).
- 2 Navigate to the **My Settings** content list, highlight **Bluetooth**, and then press **Turn On** [---] (left softkey).
- 3 Select **Bluetooth**, and then select **Add new device**.



- 4 Wait for your smartphone to search for devices and to display the device list.



- 5 Select the device with which you want to connect, and press **Next** [---] (right softkey).
- 6 Enter an alphanumeric passkey between 1 and 16 characters long and press **Next** [---] (right softkey).

IMPORTANT Some hands-free devices have a predefined passkey. If your device has a predefined passkey, you can find it in

the documentation for that device. Other devices provide a screen where you enter a passkey that you make up. In either case, you must use the same passkey on both your smartphone and the other device. We recommend that where possible, you make up a passkey of 16 alphanumeric characters (letters and numerals only) to improve the security of your smartphone. The longer the passkey, the more difficult it is for the passkey to be deciphered.

- 7 If the passkey is not built-in, enter the same passkey on the other Bluetooth device, and then press **OK** [⋮] (right softkey).
- 8 Enter a new display name if desired, and then press **Next** [⋮] (left softkey).
- 9 Press **Done** [⋮] (left softkey).




You can now communicate with this device whenever it is within range and the Bluetooth feature on your smartphone is turned on. The range varies greatly depending on environmental factors. The maximum is about 9 meters.

TIP To delete the established partnership with a device, go to the **Bluetooth Devices** screen and highlight the connection you want to remove. Press **Menu** (right softkey) and select **Delete**. Press **Yes** (left softkey) to confirm the deletion. The deleted device can no longer automatically connect with your smartphone.

Accepting a connection from another Bluetooth device

BEFORE YOU BEGIN To prepare your smartphone to be able to accept a connection from a requesting device, enter the basic Bluetooth settings as described in [Entering basic Bluetooth settings](#).


- 1 Press **Home** [⏠], and then press **Start** [⋮] (left softkey).
- 2 Navigate to the **My Settings** content list, highlight **Bluetooth**, and then press **Turn On** [⋮] (left softkey).
- 3 If you have already set up a partnership with the transmitting device, your smartphone is ready to receive the info. If you haven't set up a connection, select **Bluetooth**, press **Menu** [⋮]

- (right softkey), and select **Turn On Visibility** to let the device find your smartphone and request a connection.
- 4 When prompted to add this device, select **Yes**.
 - 5 Enter the same passkey on your smartphone and on the Bluetooth device.
 - 6 (Optional) To give the partnership a more meaningful name, select **Display Name** and enter a new name.
 - 7 Press **Done**  (left softkey).
 - 8 When your smartphone is receiving info, a notification tells you that a transmission is in progress. To stop the transmission, press **Cancel**  (right softkey). To close the notification, press **Hide**  (left softkey).

Entering advanced Bluetooth settings

You can use Bluetooth profiles to enter settings for transferring images, connect to a Bluetooth printer, and more.

- 1 Press **Home** , and then press **Start**  (left softkey).

- 2 Navigate to the **My Settings** content list and press **All Settings**  (right softkey).

- 3 Select **Bluetooth Profiles**.




- 4 Select any of the following options:

File Transfer: Enables you to specify where to store files you receive through a Bluetooth connection. You can also select whether your smartphone prompts for server authorisation credentials.


Images: Enables you to specify where to store images you receive through a Bluetooth connection. You can also select whether your smartphone prompts for server authorisation credentials, whether to open images automatically once the transfer has finished, and whether to request a thumbnail image of transmitted images.

Security: Specifies a time interval after which your smartphone reverts from visible to hidden status.

Printer: Enables you to manage print jobs with Bluetooth printers. If you select this option, you can do the following:

- If you have formed a connection with a Bluetooth printer but the printer is not displayed on the Printer screen, press **Menu**  (right softkey) and select **Refresh**.
- To view current print jobs, press **Menu**  (right softkey) and select **Status**. To cancel a print job, on the Print Manager screen, press **Menu**  (right softkey) and select **Cancel Jobs**.

Identification: Lets you enter a name for your smartphone and select whether to use this as the Bluetooth device name.

- 5 After entering each setting you want, press **Done**  (left softkey).






Using your device as a wireless modem

Internet Connection Sharing (ICS) is the feature that converts your smartphone into a modem so that you can access the Internet from your computer.

You can set up Internet Connection Sharing in one of two ways:

- Connect your smartphone to your computer using the USB sync cable.
- If your computer is enabled with Bluetooth wireless technology, you can set up your smartphone as a wireless modem using the built-in Bluetooth technology.

Setting up a USB Internet Connection Sharing connection





- 1 Press **Home** , and then press **Centre** .
- 2 Select **Applications** , and then select **Internet Sharing** .
- 3 Select the **PC Connection** list, and then select **USB**.
- 4 Press **Connect**  (left softkey).
- 5 On your computer, open your web browser to confirm that you can connect to the Internet.

Creating a Bluetooth Internet Connection Sharing connection


BEFORE YOU BEGIN

- Make sure your smartphone is visible (see [Entering basic Bluetooth settings](#)).
 - Create a partnership between your smartphone and your computer. We recommend that you initiate the partnership from your smartphone (see [Requesting a connection with another Bluetooth device](#)).
- 1 On your computer, double-click the icon to open the Bluetooth connections window. Check the documentation included with your computer for instructions.
 - 2 Select the option to view devices within range.
 - 3 You should see an icon representing your smartphone. Double-click this icon to make sure that “Network Access Point” or something similar appears in the list of Bluetooth services.

TIP Don't see your smartphone icon or the list of services? Check the documentation included with your computer, or contact your computer manufacturer for help. Different computer models use different terminology for the Bluetooth connection features.

- 4 On your smartphone, press **Home** , and then press **Centre** .
- 5 Select **Applications** , and then select **Internet Sharing** .
- 6 Select the **PC Connection** list, and then select **Bluetooth PAN**.

NOTE Keep the default setting on the Network Connection list.

- 7 Press **Connect**  (left softkey) and follow the wizard to set up Internet Sharing.
- 8 On your computer, follow the steps to accept or enable a Bluetooth PAN connection with your smartphone. Check the documentation included with your computer for instructions.
- 9 After you have connected, on your computer, open your web browser to

confirm that you can connect to the Internet.



Your photos, videos, and music

Do you have a wallet bulging with photos of friends, family, pets, and your most recent vacation?

Are you tired of carrying both your MP3 player and your phone?

Your Palm® Treo™ 500v smartphone solves both problems. You can keep your favourite photos right on your smartphone—videos, too. And there's no need to carry an expensive MP3 player, because you can play music on your smartphone. Simply transfer songs onto your smartphone or an expansion card (sold separately) and then listen through your stereo headphones.

Benefits

- Never be far from your favourite people, places, and songs
- Arrange your photos, videos, and songs
- Avoid having to use a separate photo viewer, MP3, CD, or mini-disc player

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Synchronising your media files

You can synchronise pictures, videos, and music files between your smartphone and your computer so that changes you make show up on both your computer and your smartphone. To synchronise media files, you must first choose Media as one of your synchronisation options on your smartphone; see [Changing which applications sync](#).

The procedure for synchronising media files is different for computers running Windows XP and computers running Windows Vista.

Synchronising media files: Windows XP

BEFORE YOU BEGIN You must install ActiveSync® desktop software, available from a link on the Windows Getting Started Disc (see [Installing ActiveSync desktop software: Windows XP](#)), and select the option to synchronise media (see [Changing which applications sync](#)).

When you synchronise your smartphone, your pictures and videos are synchronised between your smartphone and your desktop computer. On your computer, you can view the pictures and videos, and you can also send them to friends using your desktop email application.

To find all synchronised pictures and videos on your computer, look in C:\Documents and Settings\<Username>\My Documents\Treo My Documents.

You use Windows Media Player to synchronise music files; see [Transferring media files to your smartphone](#).

Synchronising media files: Windows Vista

BEFORE YOU BEGIN You must install Windows Mobile Device Center, available from a link on the Windows Getting Started Disc (see [Installing Windows Mobile Device Center: Windows Vista](#)), and select the option to synchronise media (see [Changing which applications sync](#)).

On a computer running Windows Vista, you use Windows Media Player to

1 synchronise all types of media files—pictures, videos, and music files—that are on your computer to your smartphone. See [Transferring media files to your smartphone](#).

2 To synchronise pictures and videos from your smartphone to your computer, follow these steps:

- 1 Connect your smartphone to your computer with the USB sync cable.
- 2 On your computer, click **Start > All Programs > Windows Mobile Device Center**.
- 3 Select **Connect without setting up your device**.
- 4 Select **Pictures, Music and Video**.
- 5 Select **X new pictures/video clips are available for import**.

All new or changed pictures and videos on your smartphone are synchronised to your computer.

Camera

Your smartphone comes with an easy-to-use, built-in, 2-megapixel camera with 2.5x digital zoom. You can use the camera to take and view pictures and videos and send them to your friends and family. To add a personal touch to your smartphone, use your pictures as your Home screen background and as caller ID images.





You can receive and view pictures and videos, and send pictures and videos as attachments or multimedia messages (see [Pictures & Videos](#)). Or add a picture to a contact (see [Adding a contact](#)). You can also move pictures and videos to a computer by synchronising your smartphone with your computer.

Taking a picture

By default, pictures are stored in the My Pictures folder on your smartphone. If you want to store your pictures on an expansion card, you can change where pictures are stored (see [Customising your Camera settings](#)). For information on

accessing your pictures on your computer, see [Synchronising media files: Windows XP](#).

DID YOU KNOW? Pictures are captured and stored in 16-bit colour, JPG format. Resolution settings range from a low end of 96 x 72 pixels to a high end of 1600 x 1200 pixels. You can change the default setting. See [Customising your Camera settings](#) for details.




- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **Recent Photos** content list and press **All Photos**  (right softkey).
- 3 Press **Camera**  (left softkey).



TIP If you see a camcorder icon below the preview image, video mode is on. To turn on the still camera, press **Menu** (right softkey) and select **Still**.

- 4 Adjust the position of your smartphone until you see the subject you want to photograph on the screen.
- 5 (Optional) Adjust any of the following:
 - Zoom:** Press **Up**  to zoom in or **Down**  to zoom out.
 - Brightness:** Press **Menu**  (right softkey) and select **Brightness** to change the image brightness.
 - Resolution:** Press **Menu**  (right softkey) and select **Resolution** to change the image quality.
- 6 (Optional) Set a five-second timer: Press **Menu**  (right softkey) and select **Mode > Timer**.
- 7 Press **Centre**  to capture the picture or start the timer.







8 Hold your smartphone still until the picture renders, and then do one of the following:

- Press **Camera**  (left softkey) to take another picture.
- Press **Back**  and then press **Thumbnails**  (left softkey) to return to Thumbnail View.

DID YOU KNOW? After three minutes of inactivity when previewing an image, the camera goes into standby mode. Press any key to return to the image preview.

Taking pictures in burst mode






Burst mode takes five pictures in quick succession, with one button press.

- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **Recent Photos** content list and press **All Photos**  (right softkey).
- 3 Press **Camera**  (left softkey).
- 4 Press **Menu**  (right softkey) and select **Mode > Burst**.
- 5 Press **Centre** .

Recording a video

Videos can be any length, provided you have enough storage space available. By default, videos are stored in the My Pictures folder on your smartphone. If you want to store your videos on an expansion card, see [Customising your Camera settings](#) to change where videos are stored. For information on accessing your videos on your computer, see [Synchronising media files: Windows XP](#).

DID YOU KNOW? Videos are captured and stored in MP4 format. Video resolution ranges from 176 x 144 pixels to 320 x 240 pixels. You can change the resolution setting by pressing **Menu** (right softkey) and selecting **Quality**.

- 1 Press **Home** , and then press **Start**  (left softkey).
- 2 Navigate to the **Recent Photos** content list and press **All Photos**  (right softkey).
- 3 Press **Camera**  (left softkey).
- 4 Press **Menu**  (right softkey) and select **Video**.
- 5 Adjust the position of your smartphone until you see the subject you want to