# Dell™ Lightning

# User's Manual

# Notes, Cautions, and Warnings

**NOTE:** A NOTE indicates important information that helps you make better use of your device.

**CAUTION: A CAUTION indicates potential damage to hardware or loss of data if instructions are not followed.**

**WARNING: A WARNING indicates a potential for property damage, personal injury, or death.**

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**Federal Communications Commission (FCC) Statement**

**This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:**

1) this device may not cause harmful interference and
2) this device must accept any interference received, including interference that may cause undesired operation of the device.

**FCC RF Radiation Exposure Statement:**

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

# Contents

# Package Contents

Check the contents of your package to verify that you have the following:

*NOTE:* The contents of your package may vary based on your region.

## U.S.A

Dell Lightning phone

Battery

Quick Start Guide

Safety, Environmental, and Regulatory Information

Warranty and Support Information

USB cable

Mini PSU

Headset with microphone

## Europe

Dell Lightning phone

Battery

Quick Start Guide

Safety, Environmental, and Regulatory Information

Warranty and Support Information

USB cable

Charger

UK plug

EURO plug

Headset with microphone

# Setting Up Your Dell™ Lightning

This section provides information on setting up your Dell Lightning phone for the first time.

## Getting Your Phone Ready for Use

### 1   Remove the back cover

**a** Slide the back cover up towards the top of the phone.

**b** Lift the back cover off the phone.



NOTE: Do not turn on the phone when the back cover is removed.

## 2 Insert the SIM card

Align the angled corner of the SIM card with the angled corner in the card holder and insert the card. If the card does not fit in the card holder easily, check to ensure that you have aligned the corner on the card with the corner on the card holder.
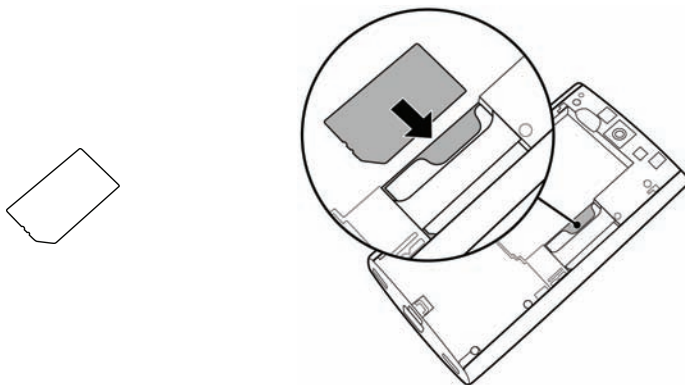
## 3 Insert the battery

Align the metal contacts on the battery with the contacts on the battery holder and insert the battery.
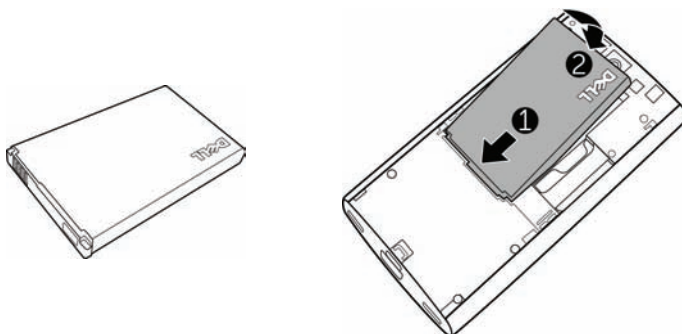
⚠ CAUTION: You should never remove the pre-installed microSD card from your phone in any situation. Removing the microSD card could cause data loss.

## 4   Close the back cover

**a** Align the tabs on the back cover with the slots on the phone.

**b** Place the cover onto the back of the phone, and then slide the cover towards the bottom of the phone to secure the cover in place.
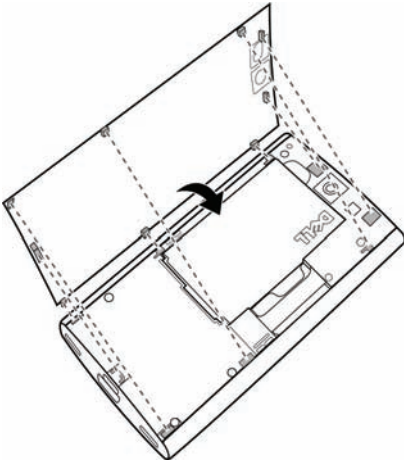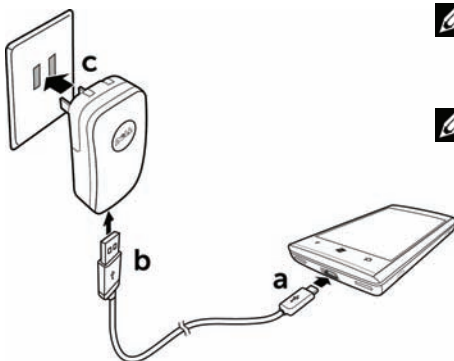
**5  Charge the phone**

✐ **NOTE:** Charge the battery in an environmental temperature between 0°C and 45°C.

The battery is not fully charged when first unpacked.

a Plug the supplied USB cable's connector into the connector on the phone.

b Plug the cable's USB connector into the supplied USB wall charger adapter.

c Plug the USB wall charger adapter into a power outlet and charge the phone till the battery is fully charged.



✐ **NOTE:** The phone is fully charged within four hours when connected to a power outlet.

✐ **NOTE:** To charge your phone using a computer, connect the supplied USB cable's connector to the phone, and the cable's USB connector to a USB port on the computer.

# Turning On Your Phone

✐ **NOTE:** Use this phone in an environmental temperature between -10°C and 55°C.

1  Press the power and sleep/wake button to turn on your phone.

2  The Windows Phone 7.0 operating system screen appears when the phone goes through a cold boot process.

3  If your SIM card is locked by a Personal Identification Number (PIN), type the PIN by touching corresponding number keys on the on-screen keypad. Touch the **enter** button to confirm your input.

# Turning Off Your Phone

Press and hold the power and sleep/wake button.

# Turning On the Screen

If the device is on, but the screen is off, press the power and sleep/wake button to turn on the screen.

# First-Time Setup

After the first-time cold boot, touch the **get started** button to let the phone take you through an initial setup process:

1  The phone detects whether an Internet connection is available.

📖 **NOTE:** Connecting to the Internet requires an active Wi-Fi or mobile data connection (GPRS, EDGE, 3G, or HSPA). See Connectivity settings for more information on how to set up a data connection.

2  The phone asks whether to retrieve time zone, date, and time information directly from the Internet server, or to set up time zone, date, and time manually.

3  Download the Microsoft Software Agreement.

4  To connect your phone to Windows Live and use services including Windows Live Messenger$^®$, Hotmail$^®$, Zune$^®$, and Xbox LIVE$^®$, touch the **sign in** button to sign in with your existing Windows Live ID, or touch the **create one** button to register a new Windows Live ID.
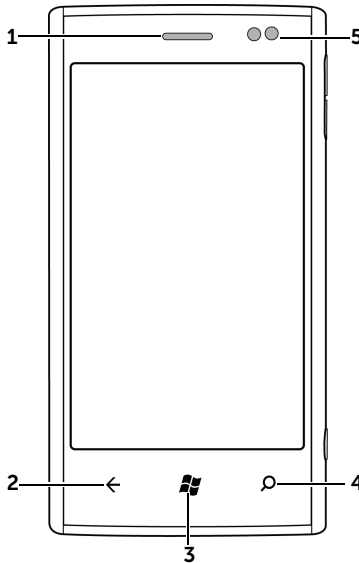
📖 **NOTE:** Signing in to Windows Live also synchronizes all your Windows Live e-mails and contacts on your phone.

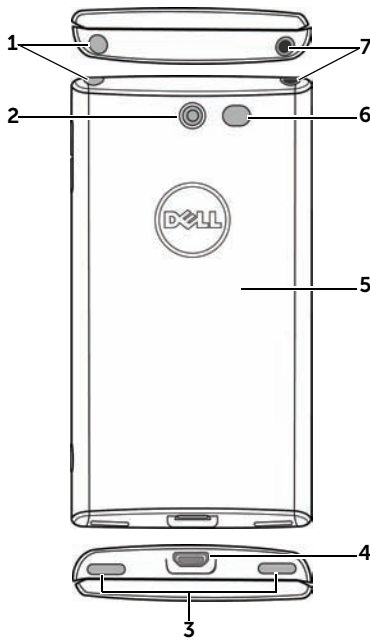5  The phone is ready for use when the Start Screen appears.

# Getting to Know Your Dell™ Lightning

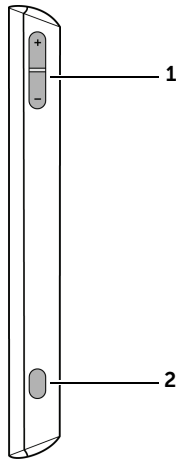This section provides information about the features available on your Dell Lightning phone.



| Feature | Function(s) |
|---|---|
| **1** Earpiece | Use to listen to phone conversations. |
| **2** ← Back button | Touch to: <br> • Return to the previous screen or web page. <br> • Cancel an operation. <br> • Close an on-screen keyboard or a menu. |
| **3** ⊞ Start button | • Touch to return to the Start screen from anywhere on the phone, including from a running application. <br> • Touch and hold for speech commands. |

| Feature | Function(s) |
|---|---|
| 4 🔍 Bing search button | Touch to open the search box to find items from the Internet, contacts from the contact list, or applications from **Marketplace**. |
| 5 Proximity sensors | Detects and turns off the screen when you bring the phone close to your ear to make or receive calls, in order to prevent unintentional touch on the screen. |

| Feature | Function(s) |
|---|---|
| **1** Power and sleep/wake button | • Press to turn on the phone. |
| | • Press and hold to turn off the phone. |
| | • Press to turn off the display. |
| | • Press to wake up the phone from the sleep mode. |
| **2** Camera | Captures photos and videos. |
| **3** Speakers | Audio output for video, music, and FM radio. |
| **4** USB connector | • Connects to a USB cable to transfer files to a computer. |
| | • Connects to a charger to charge the phone. |
| **5** Back cover | Secures the battery in place. |
| **6** Camera flash | For using flash while capturing photos and videos. |
| **7** Headphone connector | Connects to headphones. |

| Feature | Function(s) |
| --- | --- |
| **1** Volume control buttons | During a phone call or while playing media such as music, FM radio, and video: |
| | • Press to increase or decrease volume by one level. |
| | • Press and hold continuously to increase or decrease volume. |
| **2** Camera button | • Press to start the camera. |
| | • Press to capture a photo or video. |
| | • A half press of the button enables auto-focus. |
| | • When recording a video, press to stop. |

# Physical QWERTY Keyboard

You can use the physical QWERTY keyboard to type text into a text field in your phone.
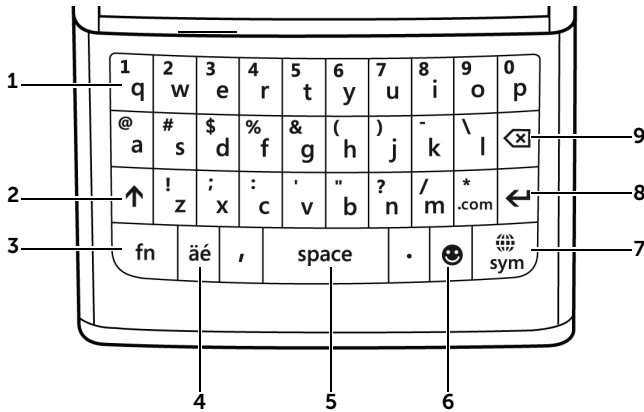
**To access the keyboard**

Slide open the keyboard as illustrated.
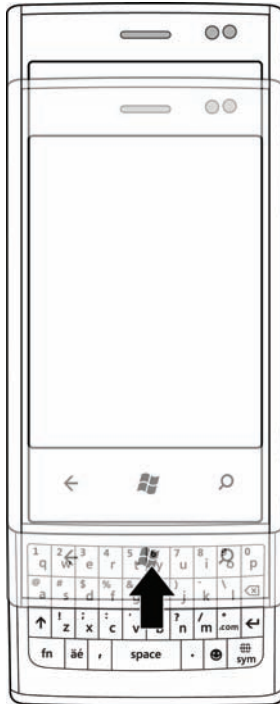


*NOTE:* When the slider QWERTY keyboard is active, the on-screen keyboard closes automatically.

**Keyboard controls**



| 1 | Press to type alphabets in the text field. |
|---|---|
| 2 | • Press ↑ to switch between the uppercase and lowercase typing modes. The icon **EN** in the system tray indicates that the lowercase typing mode is active; ↑ indicates that the uppercase typing mode is active. <br><br> • Press and hold to enable the Caps Lock mode, as the icon ↑ indicates in the system tray. Press ↑ again to disable the Caps Lock mode. |
| 3 | • Press the **fn** key and then type the alphabet to type a number or a symbol, as the icon **fn** in the system tray indicates. The input mode will automatically switch to the alphabet mode after you type a number or a symbol. <br><br> • To enable continuous number and symbol input, press and hold the **fn** key, as the icon **fn** in the system tray indicates. Press the same key to disable this mode. |
| 4 | Press to add accents to vowels. Multiple presses cycle through available accents. Press and hold the key to view the accent picker, and touch the accent to type in the text field. <br><br> **NOTE:** The accent key only works when the cursor immediately follows a vowel. |

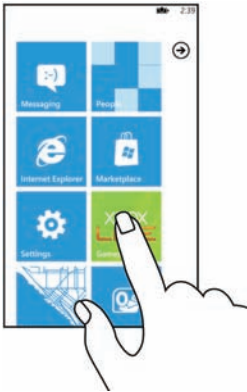| | |
|---|---|
| **5** | • Press to type a space. |
| | • Double-press to insert a period. |
| | **NOTE:** To enable the feature of inserting a period, touch the Start button ⊞→ Menu button ⊕→ ⚙ **Settings**. Under **system**, select **keyboard**→ **Insert a period after double-tapping the SPACEBAR**. |
| **6** | Press to view the emoticon picker. Touch the desired emoticon to enter in a text field. |
| **7** | • Press the **sym** key to open the on-screen symbol picker where you can touch the numbers, symbols, and punctuation marks that you want to type. |
| | • When the symbol picker appears, touch ← or → for more available symbols. |
| | • Press the **sym** key to close the on-screen symbol picker. |
| **8** | • Press to enter a line feed. |
| | • Press to confirm your text input. |
| **9** | • Press to delete a typed character, symbol, or a space. |
| | • Press and hold to quickly delete typed text. |

# Touch Screen Gestures

Your phone has a multi-touch screen for you to navigate and control the phone using the following touch gestures.

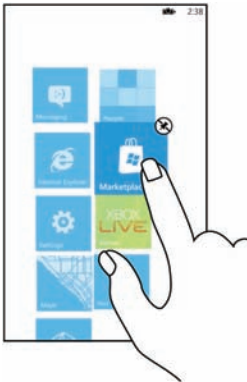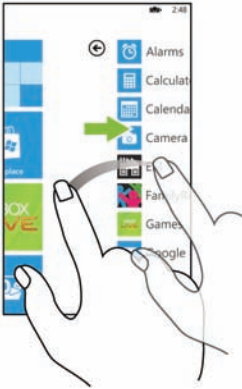| Touch Gestures | Allows you to: |
|---|---|
| **Touch** | |
| Touch gently on the screen with your fingertip. | • Select screen items including buttons, icons, images, entries, and options. |
| | • Start applications. |
| | • Input text using the on-screen keyboard or numeric keypad. |
| | • Stop any type of screen content from moving, for example the Application list or a web page. |
| **Touch and hold** | |
| Touch and hold your finger on the screen. | • Make an item movable on the Start screen. |
| | • Display the context menu or options page for an item. |

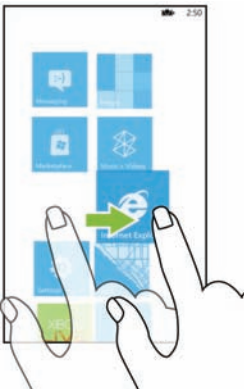| Touch Gestures | Allows you to: |
|---|---|
| **Flick or swipe** | |
| Move your finger in a vertical or horizontal direction on the screen. | Quickly scroll through different screens of content: the Start screen, Application list, web pages, lists, entries, photos, and so on. |



| | |
|---|---|
| **Pan or drag** | |
| 1 Touch a desired area on the screen. | Move items such as images and icons from one location to another location on the screen. |
| 2 Without lifting your finger, move your fingertip slowly to another area in a horizontal, vertical, or another specified direction. The pan action ends when you lift your finger. | |

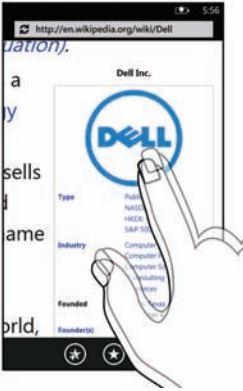| Touch Gestures | Allows you to: |
|---|---|
| **Pinch** | |
| Move two fingers close together to reduce the view of the active window.<br> | Reduce the view of an image, map, web page, with the center of the zoom being the center of the two fingers.<br>(Continuously zoom out). |
| **Stretch** | |
| Move two fingers apart to enlarge the view of the active window.<br> | Enlarge the view of an image, map, or web page, with the center of the zoom being the center of the two fingers.<br>(Continuously zoom in). |

| Touch Gestures | Allows you to: |
|---|---|
| **Double-tap** | |
| Tap the screen quickly twice.  | Toggle between the zoom-in and zoom-out states of a screen view, such as a picture or web page. The application defines the zoomed-in and zoomed-out scales and zooms in or out accordingly. |

# Screen Orientation

Your phone supports two types of orientation: portrait and landscape. For optimal viewing experience, the screen rotates automatically to portrait or landscape view depending on how you hold the phone.

### Portrait orientation

In portrait-mode, the screen is vertically oriented where the height of the screen is greater than the width.

### Landscape orientation

In landscape-mode, the screen is horizontally oriented where the width of the screen is greater than the height, and is suited for browsing the Internet, watching videos, and playing games.

**NOTE:** The Start screen and Application list always appear in portrait view.

**NOTE:** Certain applications downloaded from the Internet may not support automatic screen orientation to portrait or landscape.

# Start Screen

The Start screen is the starting point for your phone activities, and is made up of customizable "tiles"—shortcuts or links that provide easy access to your favorite or frequently used features, applications, contacts, web pages, and media playlists. Tiles are dynamic and updated in real time to display notifications of new text messages, e-mails, upcoming calendar events, missed calls, and latest feed updates on your social networks such as Twitter, Facebook, and Windows Live.

Tiles
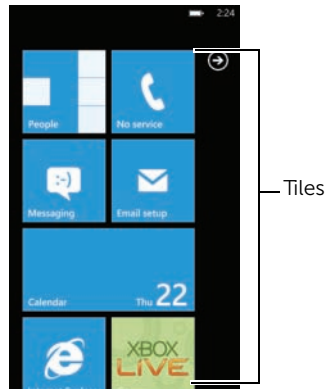
**To open the Start screen**

From any phone activities, touch Start ⊞.

**To add a tile to the Start screen**

You can "Pin" an application, media item, or favorite contact to add it as a tile on the Start screen.

1. From any given application, touch and hold an item that you would like to pin as a tile on the Start screen.
2. From the context menu that opens, touch **pin to start**, or **pin favorites to start**.

📝 **NOTE:** After you open a contact profile from the **People** application, touch the pin icon ⊛ in the application bar at the bottom to pin the contact to the Start screen.

**To reposition a tile on the Start screen**

1. Touch and hold the tile until it stands out to become movable.

📝 **NOTE:** When the moving mode is activated, you can touch another tile to make it movable.

📝 **NOTE:** To disable the moving mode, touch the tile again, or touch the blank area.

**2** Drag or flick the tile to another location on the screen.

**3** Release the tile in the desired location.

**4** Touch the tile or the blank area on the screen to disable the moving mode.

**To remove a tile from the Start screen**

**1** Touch and hold the tile you want to remove.

**2** Touch the unpin icon ⊗.

**To navigate the Start screen**

**1** Flick or pan the Start screen upwards or downwards until it displays the desired tile.

🖉 **NOTE:** To stop the Start screen from moving, touch anywhere on the Start screen.

**2** Touch the tile to open the associate application or feature.

**To change the tile color**

You can change the tile color by changing the accent color.

**1** Touch Start 🪟→ Menu ⊕→ ⚙ **Settings**.

**2** Under system, select **theme**.

**3** Touch the **Accent color** text box.

**4** Touch a desired color sample from the **ACCENTS** list.

# Application List

The Application list contains all applications available on your phone.

**To display the Application list**
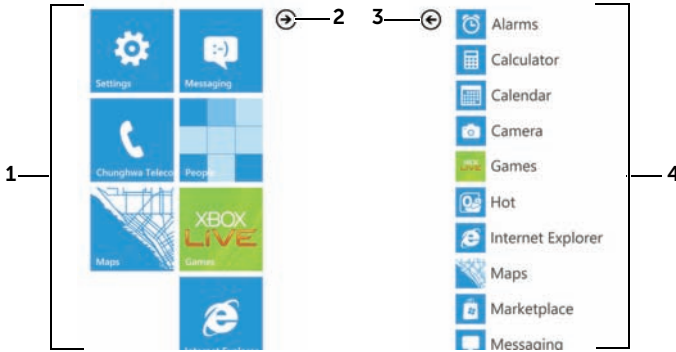


| | |
|---|---|
| **1** | Touch Start to open the Start screen. |
| **2** | Touch or flick the Start screen to the left to view the Application list. |
| **3** | To return to the Start screen from the Application list, touch or flick the Application list to the right. |
| **4** | The Application list. |

**To navigate the Application list**

  **1**   Flick or pan the Application list upwards or downwards until it displays the desired application.

📝 **NOTE:** To stop the Application list from moving, touch anywhere on the screen.

  **2**   Touch the application to open it.

# System Tray

The system tray displays icon indicators for current time, battery power, signal strength, network connectivity, ringtone settings, and other system information.

📝 **NOTE:** The system tray hides the icons after a short period of time. To display the icons, touch the system tray.
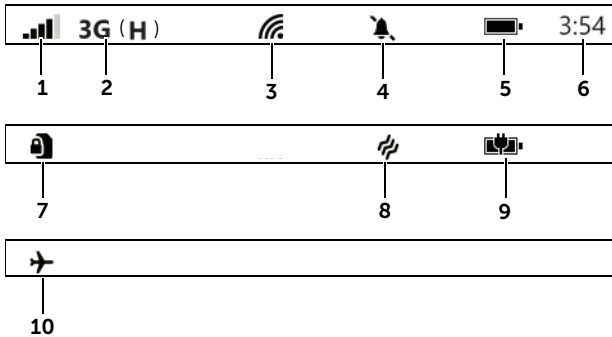
| 1 | 📶 Signal strength |
|---|---|
| 2 | 3G (H) Connected to a 3G (HSPA) data network |
| 3 | 📶 Connected to a Wi-Fi network |
| 4 | 🔕 Silent mode is enabled |
| 5 | 🔋 Battery status |
| 6 | 3:54 Current time |
| 7 | 🔒 SIM card is locked |
| 8 | 〰 Vibrate mode is enabled |
| 9 | 🔌 Phone is charging |
| 10 | ✈ Airplane mode is enabled |

# Wallpaper

The display turns off automatically after a time-out period of inactivity. The wallpaper then appears after you wake up the display by pressing the power and sleep/wake button, or when you slide open the QWERTY keyboard.

The wallpaper helps prevent unintentional touch on the screen, displays the date and time, missed calls, new messages, upcoming events, and the alarm set indicator.
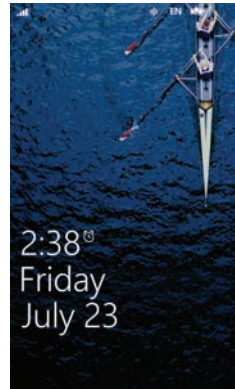
*NOTE:* To set the screen time-out period:

1  Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

2  Under system, touch **lock & wallpaper**.

3  Touch the **Screen time-out** box and select the desired time period.

**To hide the wallpaper**

Flick the wallpaper up to view the last displayed screen. If the wallpaper is locked by a password, type the password to unlock it.

*NOTE:* To lock the wallpaper with a password:

1  Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

2  Under system, touch **lock & wallpaper**.

3  Touch or drag the **Password** toggle switch to turn on the password function.

4  Type your password into both the **New password** and **Confirm password** boxes.

5  Touch the **done** push button.

**To change the wallpaper**

*using the Settings option*

1  Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

2  Under **system**, touch **lock & wallpaper**.

3  Touch **change wallpaper**.

**4** Flick to view a picture collection such as **all** or **Wallpapers**. Touch the desired collection.

**5** Touch the thumbnail view of a picture to display the picture.

**6** Pan the picture using the cropping frame to decide which portion of the picture you would like to use as the wallpaper. You can also enlarge the picture using the stretch gesture, then pan a desired area to crop as the wallpaper.

**NOTE:** The cropping tool is not available for the Wallpapers pictures in their original size.

**7** Touch the **crop** button ⊘ to set the picture as wallpaper.

*Using the Pictures option*

**1** Touch Start ⊞→ Menu ⊕→ 🔲 **Pictures**.

**2** Flick to view a picture collection such as **all** or **Wallpapers**. Touch the desired collection.

**3** Touch the thumbnail view of a picture to display the picture.

**4** Touch • • • or touch and hold the picture to view the context menu. Touch **use as wallpaper**.

**5** Pan the picture using the cropping frame to decide which portion of the picture you would like to use as the wallpaper. You can also enlarge the picture using the stretch gesture, then pan a desired area to crop as the wallpaper.

**NOTE:** The cropping tool is not available for the Wallpapers pictures in their original size.

**6** Touch the **crop** button ⊘ to set the picture as wallpaper.

**To set the time and date**

**1** Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

**2** Under **system**, touch **date & time**.

**3** To set the date and time automatically according to the carrier network, touch or flick the **Set automatically** toggle switch to enable the function.

To set the date and time manually, touch or flick the **Set automatically** toggle switch to disable the function, then enter the date and time values into the respective text boxes.

4   Touch or flick the **24-hour clock** toggle switch to enable or disable the 24-hour format.

# Navigating Applications

An application is a piece of software which allows you to perform a specific task. Your phone is preloaded with a variety of applications, and additional ones can be downloaded from the Marketplace.

## Panoramic Screen

Many of the applications on your phone are presented as a panorama, which move in a continuous loop and extend horizontally beyond the physical borders of the display. You can browse through the content by flicking or panning the screen horizontally.

### Panoramic screen layers

When you flick or pan the panoramic screen, the four layers forming the panoramic screen move horizontally at different speeds:



1   **Panorama title**

The panorama title is the title of the overall panoramic application. It lets you identify the application in use.

| 2 | **Panorama section** |
|---|---|

Panorama sections are the contents, options, or controls grouped according to their specific functionality within the panoramic application.

| 3 | **Background image** |
|---|---|

The background image is the lowest layer of the panoramic screen, giving the screen a magazine-like feel.

| 4 | **Section title** |
|---|---|

The section title is used to identify each section within the application.

# On-screen Controls

## Application Bar

The application bar displays frequently used task buttons. The bar is aligned along the bottom of the screen.



**Application bar menu**

The application bar displays the sequential dots • • • if additional tasks or commands are organized into an application bar menu.

- To bring up the application bar menu, touch, flick, or drag upwards the sequential dots, or the right or left end of the application bar.
- To close the application bar menu, you can:
  - Touch, flick, or drag downwards the sequential dots, or the top right or top left end of the application bar menu.
  - Touch outside the application bar menu.

## Context Menu

Contains specific commands for items selected. Touch and hold an item such as a picture or contact to display the context menu.



To close the context menu, touch the item, the back button ←, or anywhere outside the context menu.

## Push Button

Touch a push button to initiate or quit an action.



## Toggle Switch

Touch, flick, or drag a toggle switch to toggle between two possible choices, mostly for enabling or disabling a feature or state.



**NOTE:** You can change the toggle switch color by changing the accent color. For information on changing the accent color, see To change the tile color.

## Check Box

Allows to select one or more options from a multi-selection list. Touch the check box or the accompanying text label to select or clear an option.
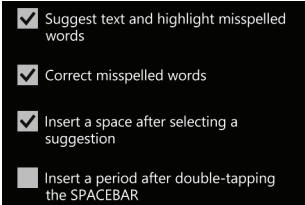


## Radio Button

Represents a set of related, but mutually exclusive options. Touch a radio button or the accompanying text label to select only one option at a time.
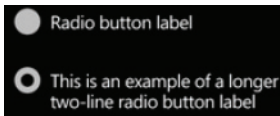


## Slider Track

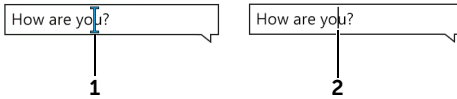Controls music or video playback using a slider track. Touch or drag the track or the progress indicator inside the track.

## Text Box

Allows you to type or edit text into your phone. Touch the text box to activate the on-screen keyboard and to type the text.
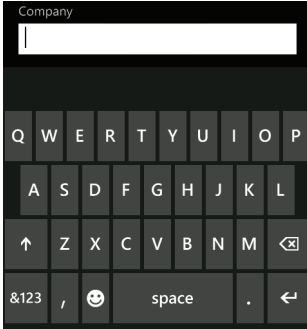


## Using the Cursor

### To move the cursor between letters



| | |
|---|---|
| **1** | Touch and hold anywhere within the text box, until the cursor stands out and turns blue. Without lifting your finger, drag the blue cursor to another location in the text box. |
| **2** | Release the cursor in the desired location. |

### To highlight a word or move the cursor between words
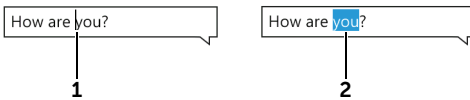


| | |
|---|---|
| **1** | Touch the space where you want to place the cursor. The cursor then moves to that space. |
| **2** | Touch a word you want to highlight. The cursor becomes a color marker to highlight the word. |

### List Box

Displays a list of choices. Touch a desired item and the list box displays the item selected from the list.

| Screen time-out |
|---|
| 30 seconds |
| 1 minute |
| 3 minutes |
| 5 minutes |
| never |

| Screen time-out |
|---|
| 30 seconds |
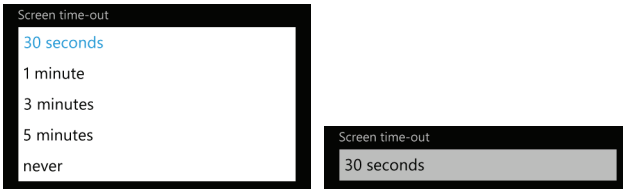
# On-Screen Keyboard

### To open the on-screen keyboard

You can type text using the on-screen keyboard. When you touch a field that requires text input, the on-screen keyboard opens. The keyboard automatically rotates to either the portrait or landscape mode based on the device orientation.

### To close the on-screen keyboard

You can:

- Touch anywhere outside of the text box.
- Slide out the physical QWERTY keyboard.

### Keyboard layouts

🖉 **NOTE:** Depending on the current input text, the on-screen keyboard is deployed in several context specific layouts to provide appropriate typing aides.

| Input Text | Keyboard layout |
|---|---|
| **Text message** | QWERTY layout with the emoticon and line feed keys |
| **Web address** | QWERTY layout with the **.com** and **enter** keys |
| **E-mail address** | QWERTY layout with the **.com** and **@** keys |
| **Search** | QWERTY layout with a search key |

| Input Text | Keyboard layout |
|---|---|
| Phone number | 12-number keypad layout |

**Keyboard controls**
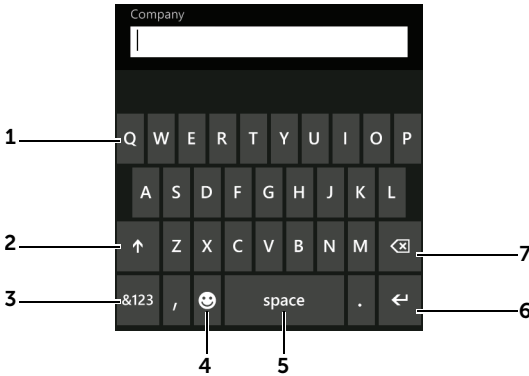


| 1 | Touch to type the letter shown on the key into the field where the cursor appears. |
|---|---|
| 2 | • Touch to switch between the uppercase and lowercase typing modes.<br><br>• Touch twice to enable the Caps Lock mode. Touch the same key to disable the Caps Lock mode. |
| 3 | • Touch to enable the numbers and symbols input mode.<br><br>• Touch to switch back to the alphabet input mode. |
| 4 | Touch to view the emoticon picker. you can touch emoticons to enter in the text field. When the emoticon picker appears, touch ← or → to see other available emoticons. |
| 5 | • Touch to enter a space.<br><br>• Touch twice to insert a period that immediately follows the text entered in the text box.<br><br>**NOTE:** To enable this feature, touch Start ⊞→ Menu ⊙→ ⚙ **Settings**.<br><br>Under **system**, select **keyboard**→ **Insert a period after double-tapping the SPACEBAR**. |

| 6 | • Touch to enter a line feed. |
|---|---|
|   | • Touch to confirm your text input. |
| 7 | • Touch to delete a typed character, symbol, or a space. |
|   | • Touch and hold to quickly delete typed text. |

**To configure the keyboard settings**

1  Touch the Start 🪟→ Menu ⊙→ ⚙ **Settings**.

2  Under **system**, select **keyboard**.

3  Touch the settings you want to enable or disable.

# Communicating With People Using Your Dell™ Lightning

## Setting Up E-mail and Social Networking Accounts

**NOTE:** To proceed with your account settings, you require an active Wi-Fi or mobile data network connection (GPRS, EDGE, 3G, or HSPA) to be able to connect to the Internet. For more information about configuring your phone for Internet connectivity, see Connectivity settings.

**To sign in with your existing account**

1   Touch Start ⊞→ 📇 **People**→ flick to **what's new**, or touch ⊞→ ⊕→ ⚙ **Settings**→ **email & accounts**.

2   Touch **set up account** or **add an account**.

3   Select the account you want to use for Windows Live, Outlook, Google, or Facebook. If the account type is not displayed, touch **other account** or **advanced setup** to create a new one.

4   Type your account e-mail address and password into the text boxes.

5   Touch the **sign in** button to sign in.

**NOTE:** You can also touch the **Email setup** tile from the Start screen to sign in with an existing e-mail account. The tile then becomes the one for that account.

**To configure your account settings or to create a new account**

1   Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

2   Under **system**, select **email & accounts**→ **add an account**→ **advanced setup**.

**3** Enter the user name and password, and touch **Next**. To configure an Exchange server account for your push mail, touch **Exchange ActiveSync**. To configure other types of accounts which allow you to view e-mail using a web browser, touch **Internet email account**.

**4** Enter all the information required to set up your account, such as your account name, password, and server address.

**NOTE:** Contact your service provider's technical support if you are not sure what data is required to set up your account.

**5** When setting up an Internet e-mail account, flick down to the bottom and touch **advanced settings** to set how often the account downloads or syncs your email, contacts, and other content.

**6** Touch the **sign-in** button to enable your account using the new settings.

# Using E-mail

📝 **NOTE:** You require an active Wi-Fi or mobile data network connection (GPRS, EDGE, 3G, or HSPA) to be able to send and receive your e-mail. For more information about configuring your phone for Internet connectivity, see Connectivity settings.

Once you have successfully set up your e-mail account on your phone, the Start screen displays the tile for that account. For example, the **Hotmail** tile is the starting point for your Hotmail account.

### To open your e-mail account

When a new e-mail arrives, your e-mail tile such as ✉️ on the Start screen displays the number of new messages to alert you. Touch the e-mail tile to open your email inbox. All your received e-mails are delivered to your inbox.



| 1 | Flick to or touch the label title to view the e-mails marked with that label. |
|---|---|
| 2 | • Touch the e-mail thread to read the content inside. |
|   | • Touch the left end margin of the e-mail thread to select the e-mail, then touch 🗑️ to delete e-mail, or touch 📁 to move it to another folder. |
|   | **NOTE:** To clear a selected e-mail thread, touch the check box. |
| 3 | Touch to open the editing screen to compose and send a new e-mail. |
| 4 | Touch to select multiple e-mails to delete or move to another folder. |

| 5 | Touch to select another e-mail folder and view the e-mails inside. |
|---|---|
| 6 | Touch to sync your e-mail account and download new e-mail to your phone. |

**To read e-mails**

1 Touch the e-mail tile for example  on the Start screen.

2 Touch the e-mail thread to read the content.
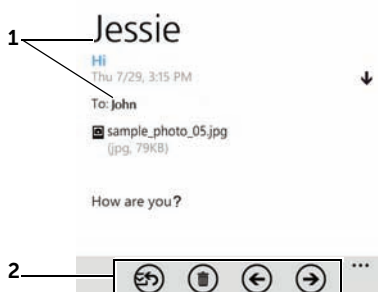


| 1 | Touch the contact name to open the profile of the contact who has been saved on your phone. You can touch **send email** and select an e-mail account you want to use to email the contact. |
|---|---|
| 2 | Touch the buttons from left to right to: Reply to or forward the e-mail; delete the e-mail; read the newer e-mail; read the older e-mail. |

**To quickly find an e-mail**

Other than flicking the list of e-mails, touch the search button 🔍 and type the name of the sender in the text box, keyword of the e-mail subject, or the content you are looking for. The screen displays the matching e-mail and highlights the text that matches the text you have entered in the text box.

**To compose and send an e-mail**

1 Touch the e-mail tile on the Start screen.

2 Touch the **new** ⊕ button to send a new message.

**3** You may do either:

- In the **To:** text box, touch ⊕ , and then choose a contact.

- Touch in the **To:** text box, and then start typing an e-mail address. Your phone will offer suggestions as you type.

**4** Touch in the **Subject:** text box and type a subject.

**5** Touch below the **Subject:** text box, compose your message, and then touch the **send** button.

✐ **NOTE:** To send an e-mail to multiple contacts, separate their e-mail addresses with a semicolon while typing.
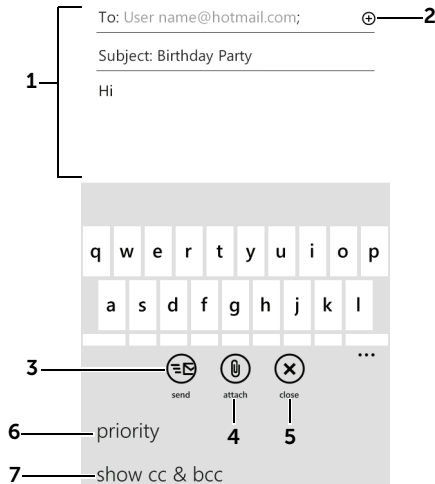


| 1 | Type the email address, subject, and content.<br>**NOTE:** To send an e-mail to multiple contacts, separate their e-mail addresses with a semicolon while typing. |
|---|---|
| 2 | Touch to open a list of contacts with e-mail addresses, and select the one you want to send the e-mail. |
| 3 | Touch the **send** task button to send the e-mail. |
| 4 | Touch the **attach** task button to attach files stored on your phone (such as pictures and documents). |

| 5 | Touch the **close** task button to: |

- **Save**: save the e-mail to your drafts folder.
- **Discard**: Delete the e-mail.
- **Cancel**: Return to the e-mail composing screen to continue editing.

Touch or drag the application bar upward to choose from these options:

| 6 | **priority**: Set e-mail priority. |

| 7 | **show cc & bcc**: Send the e-mail to others as a carbon copy (Cc) or blind carbon copy (Bcc). |

# Calling

### To call by dialing

**1** Touch Start ⊞→ applications ⊛→ 📞 **Phone**.

**2** Touch ⊛ from the application bar at the bottom to access the on-screen keypad.

**3** Type the phone number to call using the on-screen dialpad.

**4** Touch the **call** push button to call the typed number.

### To call a contact

**1** Touch Start ⊞→ ▦ **People** to open the People application.

**2** Flick to the **all** section to view all the contacts saved on your phone. Flick the list of contacts and touch the name of contact you would like to call.

✐ **NOTE:** To quickly locate a contact without flicking the list, touch an alphabet tile along the left side of the contacts list, then from the alphabet board that opens, touch the alphabet that the contact name starts with.

✐ **NOTE:** To select a contact from previous calls, flick to the **recent** section and touch a contact tile.

**3** From the **profile** screen of the contact, touch the **call** [**number**, **mobile**, **work**, **home**, etc.] to call the contact.

**To manage missed, outgoing, and received calls**

1   Touch Start ⊞→ applications ⊕→ 📞 **Phone**.

2   Flick the call history to locate a call displayed either with a phone number or with a contact's name.

3   You can choose to do the following:

• Touch 🕻 to call back the contact or phone number.

• Touch and hold a contact name or phone number, then touch **delete item** to erase the call from the call history.

• Touch the contact or phone number to open the **profile** screen, then:

   a   Touch the **call** [**number**, **mobile**, **work**, **home**, etc.] to call back.

   b   Touch **text number** [**mobile**] to send a text or multimedia message to the caller.

   c   Touch **send email** to e-mail the caller.

   d   Touch 📧 from the application bar to add the phone number as a new contact or as an existing contact's new number; touch ✏ to edit the caller's contact information if the caller is already a contact saved in the **People** application.

• To erase all calls from the call history, touch ••• or drag the application bar upwards→ **delete all**.

**To answer a call**

Touch the **answer** button to answer an incoming call.

**To cancel dialing or end an active call**

Touch the **end call** push button.

**To reject an incoming call**

Touch the **ignore** button.

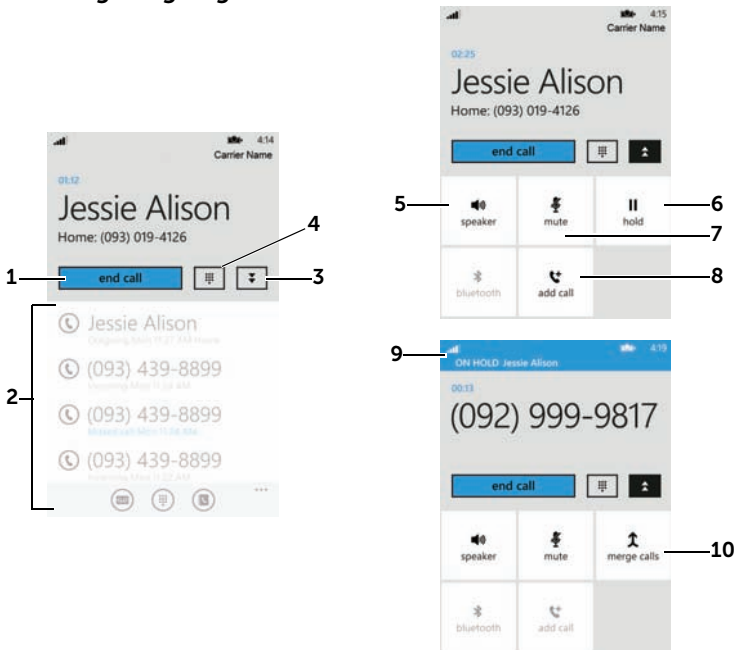**To listen to your voicemail**

1   Touch Start ⊞→ applications ⊛→ 📞 **Phone**.

2   Touch the voicemail icon ⊙ from the application bar at the
    bottom.

📝   **NOTE:** If no voicemail number is stored on your SIM card, you will be
     asked to create one. See To adjust call settings for information on how to
     save your voicemail number.

**To manage ongoing calls**



| 1 | Touch to end a call. |
|---|---|
| 2 | Touch to open the call history. |
| 3 | Touch to open or close the call control area. |
| 4 | Touch to open or close the on-screen keypad to dial another call. |

| | |
|---|---|
| 5 | ⚠️ **WARNING:** Ensure that you turn off the speakerphone before you hold the phone close to your ear as this could damage your hearing. |
| | Touch to turn the loudspeaker on or off. |
| 6 | Touch to hold an active call or resume a held call. |
| 7 | Touch to turn the microphone on or off. |
| 8 | • Touch to make another call from the call history. The first call is placed on hold automatically. Touch ⊞ to open the keypad and dial manually. |
| 9 | • Touch this area to swap between held and active calls.<br>• Touch this area to view the active call screen from anywhere else. |
| 10 | • Touch to connect both held and active calls to conduct a conference call. |

**To adjust call settings**

You can change call settings to suit your personal needs, or enable the call services available from your network service provider.

1  Touch Start 🏁→ applications ⊛→ 📞 **Phone**.

2  Touch ••• or drag the application bar upwards→ **call settings**.

| | |
|---|---|
| **My phone number** | You can store your own phone number here. |
| **Voicemail number** | Touch the button to edit and save your voicemail number, which you can dial by touching the voicemail icon 🔘 from the application bar. |
| **Show my caller ID to** | Touch the list box and select to show your caller ID to everyone, no one, or only your contacts as you call them. |

| | |
|---|---|
| **Call forwarding** | Forward incoming calls to a designated phone number when your phone is busy, unreachable, or does not answer.<br><br>**1** Touch or drag the toggle switch to enable Call forwarding.<br><br>**2** Touch the phone number button, then enter the number to forward calls to.<br><br>**NOTE:** Your network service provider must support call forwarding service.<br><br>• **Call barring**: Blocks certain types of incoming or outgoing calls. |
| **International assist** | This feature allows to acquire automatic assistance while making international calls or calling abroad. Touch or drag the toggle switch to turn the feature on or off. |
| **SIM security** | Protect your SIM card against unauthorized use with a personal identification number (PIN). After a PIN is enabled to lock your SIM, you will need to enter the PIN each time you turn on the phone in order to unlock your SIM.<br><br>**NOTE:** The SIM card is permanently locked if you enter the incorrect PIN for three consecutive times. You must enter the Personal Unblocking Key (PUK) to unlock the SIM card. Contact your service provider to obtain the PUK.<br><br>**NOTE:** You can make emergency calls without unlocking the SIM.<br><br>To enable SIM PIN:<br><br>**1** Touch or drag the toggle switch to turn on SIM security.<br><br>**2** Type PIN into the phone then touch **enter**.<br><br>• To change SIM PIN:<br><br>**1** Touch the **change SIM PIN** button.<br><br>**2** Type the current SIM PIN then touch **enter**.<br><br>**3** Type the new SIM PIN twice then touch **enter**. |

# Managing Contacts Using the People Application

Touch Start ⊞→ Menu ⊙→ 🔳 **People** to open the People application, where you can manage your contacts and communicate with them through calls, text messages, e-mails, and Internet social networking websites such as Windows Live, Facebook, and others.

**To add a new contact manually**

1  Touch Start ⊞→ Menu ⊙→ 🔳 **People**.

2  Flick to the **all** section, and touch ⊕.

3  Touch and fill the contact information you need. Flick the screen to find more items to fill.

4  Touch ⊟ from the application bar to save the contact.

**To add a new contact from the application bar of the Phone application:**

1  Touch Start ⊞→ Menu ⊙→ 📞 **Phone**.

2  You could do either of the following:

• Touch 🔲 to view the People application, and then touch ⊕ to add a new contact.

• Touch ⊞, type the phone number, and touch **save** to save the number to a new or an existing contact.

**To find a contact**

1  Touch Start ⊞→ Menu ⊙→ 🔳 **People**.

2  Flick to the **all** section containing all the contacts, or to the **recent** section to find the contact tiles from the call history.

3  Flick the contacts and touch a desired one to view the contact profile.

**To quickly locate a contact**

1 Touch Start ⊞→ Menu ⊛→ ▦ **People**.

2 Do either of the following:

• Touch an alphabet tile along the left side of the **all** contacts list. From the quick jump grid that opens as an alphabetical board, touch the alphabet that the contact name starts with. The screen displays the contacts whose names start with the selected alphabet.

• Touch the search button 🔍 and type into the text box the name of the contact you are looking for. The screen displays the matching contact names and highlights the letters that match your typing.

**To call, e-mail, or send a message to a contact**

1 Touch Start ⊞→ Menu ⊛→ ▦ **People**.

2 Locate the contact that you want to call, mail, or send a message (for more information, see To quickly locate a contact).

3 Touch the name or number of the desired contact.

4 You could either:

• Touch the **call** [**number**, **mobile**, **work**, **home**, etc.] to call the contact.

• Touch **text number** [**mobile**] to send a text or multimedia message to the contact.

• Touch **send email** to send an e-mail to the contact.

**To pin a contact to the Start screen**

1 Touch Start ⊞→ Menu ⊛→ ▦ **People**.

2 Do either of the following:

• From the **recent** or **all** section, touch and hold a contact to view the context menu, then touch **pin to start**.

• From the **recent** or **all** section, touch a contact to open the contact profile, then touch the pin icon ⊛ in the application bar.

**To link contacts**

You can link another contact to the current one you are viewing. If the contact has a linked contact, the phone number or e-mail of the linked contact will appear in the profile of the current contact.

*NOTE:* Linked contacts will not appear in the contacts list.

1  Touch Start ⊞→ Menu ⊙→ ▐▐ **People**.

2  Locate the contact that you want. (for more information, see To quickly locate a contact).

3  Touch the name or number of the desired contact.

4  Touch ⊖ in the application bar.

5  Touch **choose a contact** to open the list of contacts.

6  Touch the contact that you want to link to the current contact.

**To edit a contact**

1  Touch Start ⊞→ Menu ⊙→ ▐▐ **People**.

2  To edit a contact:

• From the **all** section or the **recent** section, touch and hold a contact to view the context menu, then touch **edit**.

• If you have opened a contact profile, touch ⊘.

**To delete a contact**

1  Touch Start ⊞→ Menu ⊙→ ▐▐ **People**.

2  To delete a contact:

• From the **all** section or the **recent** section, touch and hold a contact to view the context menu, then touch **delete**.

• If you have opened a contact profile, touch ••• or drag the application bar upward and touch **delete**.

**To import contacts from your accounts**

After you set up an e-mail or social networking account on your phone, your contacts and friends from that account are imported automatically into your People application.

**To view feeds from a social networking account**

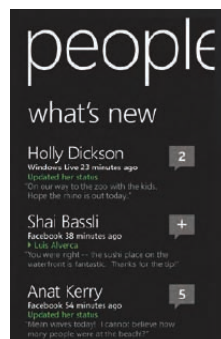After you set up an account such as Windows Live or Facebook, your friends' messages and wall posts appear in time order in the **what's new** section in the People application, their pictures are displayed in the Pictures application, and your own feeds pop up in your **Me** tile.

**To post a quick message to your account**

To post a quick message so that your friends know your current status:

1  Touch the **Me** tile.
2  Touch the quick message area.
3  Type your message into the text box.
4  Touch the **post** button.

**To import contacts from your SIM card**

1  Put your old SIM card into your new phone.
2  From the People application, flick to the **all** section, or touch Start ⊞→ Menu ⊙→ ⚙ **Settings**→ flick to **applications**→ **people**.
3  Touch **import SIM contacts**.

# Messaging

To compose, send, and read text and multimedia messages, touch the Start button 🎏→ 🗔 **Messaging**. The Messaging screen opens with a list of message conversations representing all the received and sent messages.

**To compose and send a text message**

1  Touch the **Messaging** tile on the Start screen.

2  Touch the **new** ⊕ button in the messaging screen.

3  Enter the name of the recipient in the **To:** field using one of the following methods:

•  Type the contact's name, mobile number, or e-mail address. Select the desired contact in the list that appears.

•  Touch ⊕, then flick to see the desired contacts, and touch to select the contact.

   To add more recipients, touch ⊕.

4  Touch the message box to compose your message.

📝  **NOTE:** To add an attachment, touch 🔘 and then select any file saved on your phone.

5  Touch **send** 🖅 to send the message.

**1** — To: Jessie; ⊕ — **5**

Hi how's it going? — **4**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| q | w | e | r | t | y | u | i | o | p |
| a | s | d | f | g | h | j | k | l | |
| ↑ | z | x | c | v | b | n | m | ⌫ | |
| &123 | , | ☺ | space | . | ↵ | | | | |

**2** — 📧  📎 — **3**

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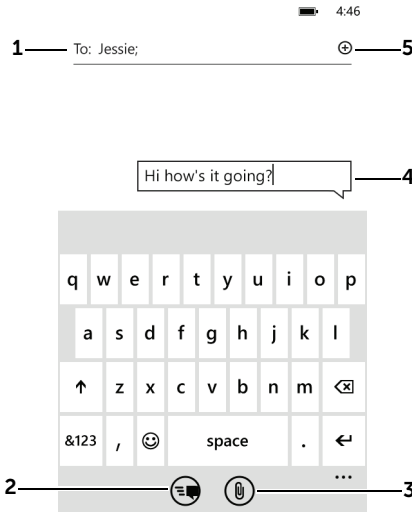
**1**  Type a mobile phone number or a contact name saved on your phone. As you type a contact name, matching contacts with their mobile numbers appear below the **To:** line. Touch a matched contact to enter the contact's mobile number, or continue typing the full name then touch the enter key.

**NOTE:** To send e-mail to multiple contacts, separate them by typing a semicolon.

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**2**  Touch to send the text message.

---

**3**  Touch to attach files stored on your phone (such as pictures and documents).

---

**4**  Touch to compose your message.

---

**5**  Touch to open a list of contacts, and select the one you want to send the message.

---

**NOTE:** To start a text conversation similar to online instant messaging, you can continue to compose and send messages to the same recipient(s). All of the sent and received messages between you and recipient(s) appear in the form of conversation logs.

**Receiving messages**

When a new message arrives, a notification bar showing the sender and part of the message text appears at the top of the screen, and the

**Messaging** tile  shows the number of new messages to remind you.

**To read a text message**

Messages sent to and received from the same contact or phone number are grouped into a conversation, in which you can see all of the messages exchanged between you and the contact.

You can:

- Touch the notification bar at the top of the screen to display the messages exchanged between you and the sender, the latest one at the bottom.

- Touch the **Messaging** tile  to open a list of conversations sorted by the contact name or phone number of the sender. Touch a conversation to view all the messages exchanged between you and the sender.

If the message contains:

- Web address—touch it to open the **Internet Explorer** browser and visit the web site.
- Phone number—touch it to open the **Phone** application and call the number.
- E-mail address—touch the e-mail address to open the e-mail application and compose an e-mail to send to the address.

**To forward the message**
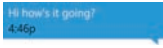
1   Touch Start  →  **Messaging**.

2   Touch and hold a message text box .

3   From the context menu that opens, touch **forward**.

**4**  Type the receiver's name, mobile phone number, or e-mail address in the **To:** text box.

**5**  Touch **send** 🔄 to forward the message.

### To reply to a text or multimedia message

**1**  Touch Start ⊞→ 💬 **Messaging**.

**2**  Touch a conversation to display the messages you exchanged with a contact.

**3**  Type your reply message into the **Type a message** text box at the bottom.

**4**  Touch **send** 🔄 to send your message to the sender.

### To delete a message or a message thread

**1**  Touch Start ⊞→ 💬 **Messaging**.

**2**  Touch a conversation to display the messages you exchanged with a contact.

**3**  To delete a message within a conversation, touch and hold a message text box ⬛. From the context menu that appears, touch **delete**→ **delete** button to confirm deletion.

**4**  To delete all the messages with the contact, touch ••• or drag the application bar upward to bring up the application bar menu. Touch **delete conversation**→ **delete** button to confirm deletion.

# Internet

> 📝 **NOTE:** To connect to the Internet using your phone, you require an active Wi-Fi or mobile data connection (GPRS, EDGE, 3G, or HSPA). For more information about configuring your phone for Internet connectivity, see Connectivity settings.

## Using bing Search

You can use the bing search Box to find websites and other Internet content such as news feeds. From anywhere on your phone touch the search button 🔍. The **bing** search screen opens with the search box at the top.



| 1 | **a** Type the keyword or full text in the search box. As you are typing, search suggestions that fully or partially match the text being typed appear below the search box. |
| | **b** Flick the search results and touch a desired one, or finish typing your search subject then touch the enter button on the keyboard. |
| 2 | **a** Touch to search using speech commands. |
| | **b** Say the name or keyword of the subject you are looking for. |
| | **c** Touch **go** to start searching. |
| 3 | This bing picture changes each time you restart the search application. |

| 4 | a Touch the displayed information to start the browser and view web content where the information comes from, or to start the Maps application to locate a place associated with the information. |
|---|---|
|   | b Touch the square here to display information relevant to the current bing picture. |
| 5 | The matching web links and news feeds are displayed in separate sections. For example, touch or flick to **web** to view matching web links; touch or flick to **news** to view matching news feeds. |
| 6 | Touch a desired link to open the browser and view the content. |

# Browsing the Internet

**To open the browser**

Touch Start ⊞→ 🌐 **Internet Explorer**.

**To use the browser**

📝 **NOTE:** For information on the touch gestures used for viewing a web page, see Touch Screen Gestures.
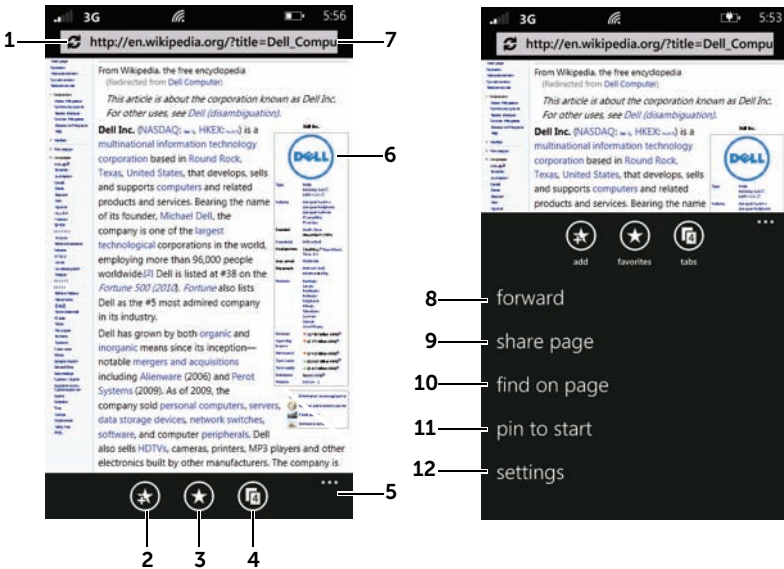


| | |
|---|---|
| **1** | Touch to reload the current page. |
| **2** | Touch the **add** button ⊛ to add the current web page to your favorites list. |
| **3** | Touch the **favorites** button ⊛, and flick to view your favorites list or the history of last visited web pages. Touch a web page link to open the web page. |

**4** Touch the **tabs** button 🔳 to view thumbnails of all the browser windows. The number of available browser windows is displayed on the tabs button.

- To switch from one browser window to another, touch the thumbnail of the browser window you want to view. The window is then displayed in full screen.

- To close a browser window, touch ⊗ on the browser window.

- To open a new browser window:
  **a** Touch the **new** button ⊕.
  **b** To manually add a new web page, touch the **add** button ⊛ then enter the name and URL address of the web page. To add a new page from the favorites list, touch the **favorites** button ⊛ then select a web page from the list.
  **c** A new browser window opens and leads you to the new web page.

NOTE: To create a new browser window, you can also touch and hold a link on a web page to view the context menu, and then select **open in new tab** from the menu. The web page of that link opens in a new window.

**5** Touch or drag the application bar upward to open the application bar menu for additional menu items.

**6** Touch and hold an image on a web page, then select **save picture** to download it to the Pictures application on your phone, or select **share** to send the image through text messaging or e-mail.

**7** Touch the web address text box, and enter the address of a web site you would like to view.

**8** **forward**: Touch to move to the next page.

**9** **share page**: Send the address of this web page to others using text messaging or an e-mail account.

**10** **find on page**: Find text within a web page. Enter the search text into the text box. Touch the previous or next button to go to the previous or next matching item.

**11** **pin to start**: Touch to pin the current web page as a tile on the Start screen. You can touch the web page tile from the Start screen to open the Internet Explorer browser with that page.

**12** **settings**: Touch to configure the browser settings such as to delete history of visited web pages.

# Using Maps

Maps helps you find your current location, view real-time traffic situations, and get directions to your destination. You can also locate addresses or places of interest on a map.

*NOTE:* To connect to the Internet using your phone, you require an active Wi-Fi or mobile data connection (GPRS, EDGE, 3G, or HSPA). For more information about configuring your phone for Internet connectivity, see Connectivity settings.

*NOTE:* The Maps application does not completely cover every location.

**To enable location source**

To obtain directions to desired places and find your current location using Maps, you need to enable the location sources:

1  Touch Start ⊞→ Menu ➔→ ⚙ **Settings**.

2  Under **system**, touch **location**→ touch or drag the toggle switch to turn on **Location services**.

3  Touch Start ⊞→ Menu ➔→ ▨ **Maps**.

4  On the Maps screen, touch ••• or drag the application bar upward to open the application bar menu→ ⚙ **settings**→ touch or drag the toggle switch to turn on **Use my location**.

**To move around a map**

1  Touch Start ⊞→ Menu ➔→ ▨ **Maps**.

2  Flick or drag the map in any direction on the screen to view the desired area.

3  If you spot a place of interest while navigating the map, touch and hold the place to display the address.

*NOTE:* For information on the touch gestures used for viewing a map, see Touch Screen Gestures.

**To find a location on the map**

1 Touch Start ⊞→ Menu ⊙→ 🗺 **Maps**.

2 On the Maps screen, touch the search button ⊘.

3 To search by typing, enter the place you want to find in the search box. You can enter an address, a city or country, or a type of business or organization such "restaurant" or "school". To search by voice, touch 🎤 then say your destination.

📝 **NOTE:** As you enter the information, previous searches or matching locations appear below the search box. You can touch a place name or address to show the location on the map.

**Map viewing controls**
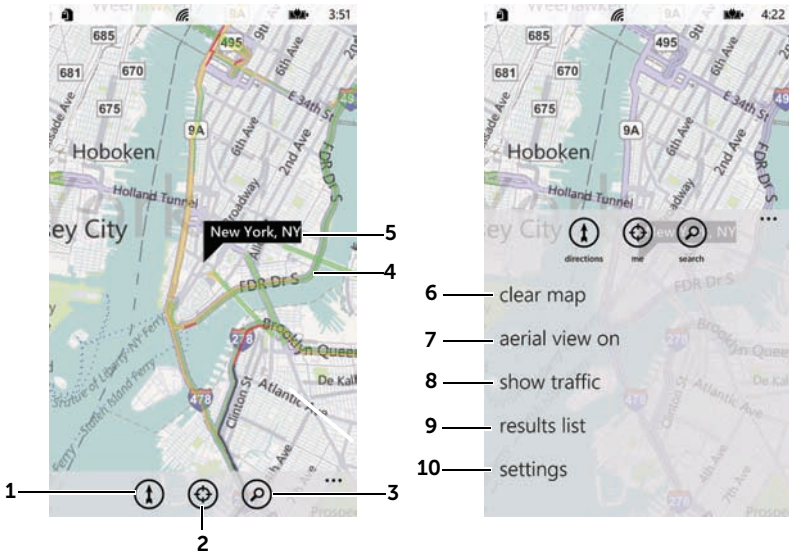


| | |
|---|---|
| **1** | Touch to obtain directions (see To get directions to your destination). |
| **2** | Touch to see your current location on a map. |
| **3** | Touch the search button ⊘ to locate a place of interest on the map. |

| | |
|---|---|
| **4** | The map displays colored lines along the roads where real-time traffic data can be collected. Green lines indicate good traffic speeds, yellow ones indicate slower speeds, and red ones indicate congested traffic. |
| **5** | The place you found on the map is marked. Touch the name of the place to view the address, details, and reviews for the place if the information is available (see To view the details of a place). |

Touch ●●● or drag the application bar up to open the application bar menu:

| | |
|---|---|
| **6** | Remove marked locations from the map. |
| **7** | Displays the map in non-real-time satellite view. |
| **8** | Display or hide colored lines that indicate traffic conditions around the area. |
| **9** | Opens the list of places found on the map. |
| **10** | Opens the settings menu to turn the **Use my location** mode on or off, or delete map viewing history. |

**To view the details of a place**

1  Touch Start ⊞→ Menu ⊛→ ▨ **Maps**.

2  Find a desired location on the map (see To find a location on the
   map).

3  Touch the name of the place.



| | |
|---|---|
| **1** | Touch to open the map displaying the location of the place. |
| **2** | Touch to obtain directions (see To get directions to your destination). |
| **3** | Touch to pin the map of the place on the Start screen. |
| **4** | Touch and send the address through text messaging or e-mail. |
| **5** | Touch to view the rating, call the contact number, or visit the website of the place if available. |
| **6** | Flick to or touch the **reviews** section title to view reviews for the place. <br> Flick to or touch the **nearby** section title to view recommended places around the area. |

**To get directions to your destination**

1  Touch Start ⊞→ Menu ⊛→ ▨ **Maps**.

2  When viewing a map or when a place is found:

   • Touch the **directions** button ⊕.

   • Touch the name of the place on the map→ **directions**.

**3** Enter the starting point in the **Start** text box and your destination in the **↑End** text box.

📝 **NOTE:** By default, your current location is the starting point, and the place you found on the map is your destination.
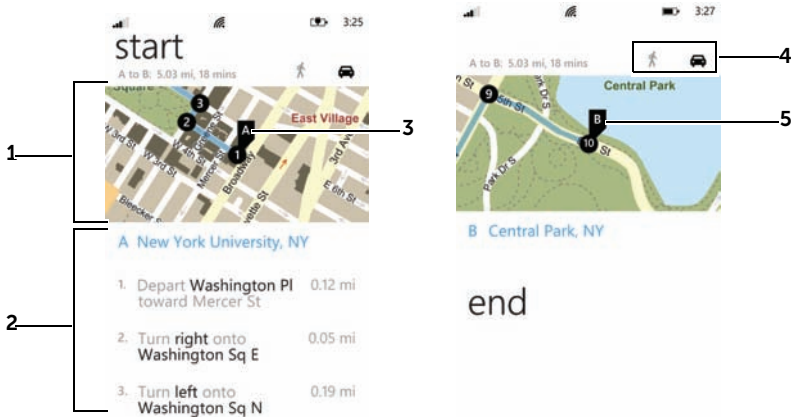


| | |
|---|---|
| **1** | • The map moves and displays matching locations along the route as you scroll the list of directions below.<br><br>• Touch the map to fully display it. |
| **2** | Scroll the list of directions or touch a location to view the route on the map. |
| **3** | Your starting point is marked as A. |
| **4** | Choose how you want to get to your destination: driving or walking. |
| **5** | Your destination is marked as B. |

# Marketplace

Use Marketplace to download music and install applications and games on your phone.

⚠ **CAUTION: Applications downloaded from the Internet can be from unknown sources. To protect your phone and personal data, download applications only from trusted sources such as Marketplace.**

✎ **NOTE:** Applications downloaded from Marketplace may not support automatic screen orientation to portrait or landscape.

**To open Marketplace**

Touch Start ⊞→ Menu ⊕→ 🄰 **Marketplace**. The Marketplace main screen opens with featured music or applications for direct access.

**To install applications or games from Marketplace**

1  Touch Start ⊞→ Menu ⊕→ 🄰 **Marketplace**.

2  From the Marketplace main screen, touch **apps**.

3  Flick the screen contents to find your desired category or application.

✎ **NOTE:** You can touch the search button 🔍 to search for a desired application using the search box.

4  Touch the desired application to read the introduction, user ratings, and reviews of the application.

5  On the application details screen, touch the **install** button to start download and installation. Touch **buy** if it is a paid application.

✎ **NOTE:** Touch **share** to send the application information using messaging or e-mail.

6  Follow the instructions on the screen to create your Marketplace account using your Windows Live ID, or sign in with your account if you already have one.

✎ **NOTE:** Skip this step if you have already signed in to your account.

7  Follow the instructions on the screen to proceed with the installation.

**To download music from Marketplace**

The Marketplace downloader allows you to browse, search, purchase, download, and play music available from its music store.

1  Touch Start ⊞→ Menu ⊙→ ▣ **Marketplace**.

2  From the Marketplace main screen, flick to the featured artists or albums, or touch **music** to find out more choices.

3  Flick to the category such as **new releases** or touch a genre in which you can find your desired album, single, or artist.

   ✎ **NOTE:** You can touch the search button 🔍 to search for a desired artist, album, or single using the search box.

4  After you find an album or a single, touch the cover image of the album to open the playback screen and play the sample clips of all songs inside the album, or touch ▶ next to the single to play the clip of the selected single.

   ✎ **NOTE:** From the playback screen, touch ⏮ or ⏭, or flick the album image to play the previous or next song.

   ✎ **NOTE:** Touch the artist name next to the album cover image to find more albums by the artist.

   ✎ **NOTE:** The playback progress of the selected album or single with the artist's picture also appears in the Zune application, see Playing Music and Video Using Zune for how to control playback.

5  To download an album, touch the price tag right below the album image. To download a single, touch the entry of the single.

   ✎ **NOTE:** Music downloads require a payment.

6  Touch **buy** to confirm your purchase for the download.

7  Follow instructions on the screen to create your Marketplace account using your Windows Live ID, or sign in with your account if you already have one.

   ✎ **NOTE:** Skip this step if you have already signed in to your account.

8  Follow the instructions on the screen to complete downloading.

# Games and Xbox LIVE

All of the games you downloaded from Marketplace are stored in the Games application. You can also play on-line games on Xbox LIVE using an Internet connection.

**To open Games**

Touch Start ⊞→ Menu ⊙→ [icon] **Games**.

**To start a game**

From the Games main menu, flick to the **collection** section, then touch the game you want to play.

> **NOTE:** Touch **Get more games** to find games you can download from Marketplace or play on Xbox LIVE.

**To play on-line games on Xbox LIVE**

1  From the Games menu, flick to the **Xbox LIVE** section.
2  Touch **Join Xbox LIVE to play with friends** to first set up your Xbox LIVE account with your Windows Live ID. Touch **I already have an Xbox LIVE account** and sign in with your existing account to start playing.

> **NOTE:** For information on playing games on Xbox LIVE, see **WindowsPhone.com**.

# Customizing Your Dell™ Lightning

You can customize how your phone works to suit your individual needs.

1  Touch Start 🪟→ Menu ⊙→ ⚙ **Settings**.

2  Flick to the **system** section to choose from the following settings.

**Display settings**

| | |
|---|---|
| **theme** | • **Background**: Change the background color to **Light** or **Dark**.<br><br>• **Accent color**: Change the color of the tiles and the toggle switches. Touch a desired color sample from the **ACCENTS** list. |
| **lock & wallpaper** | • **change wallpaper**: Change the wallpaper that appears when the display wakes up.<br><br>**1** Touch the thumbnail view of a picture to display the picture.<br><br>**2** Pan and scan the picture using the cropping frame to decide what portion of the picture to use as the wallpaper. You can also use the stretch gesture to enlarge the picture, then pan and scan a desired area to crop as the wallpaper.<br><br>**NOTE:** The cropping tool is not available for the **Wallpapers** pictures in their original size.<br><br>**3** Touch the crop button ⊘.<br><br>• **Screen time-out**: Set how long the screen remains on after the last operation. The screen automatically turns off after an inactivity timeout selected here has passed. To disable this feature select **never**.<br><br>**NOTE:** If you select **never**, the screen remains on indefinitely and quickly consumes battery power. |

| | |
|---|---|
| **lock & wallpaper** | • **Password**: Lock the wallpaper with a password. |
| | **1** Touch or drag the toggle switch to turn on **Password**. |
| | **2** Type a password of at least 4 digits into the **New password** text box. |
| | **3** Touch the **Confirm password** text box and type the same password into it. |
| | **4** Touch the **done** button to enable the password lock. |
| | **NOTE:** To disable the password lock, touch the **Password** toggle switch, then type the password. |
| **brightness** | • **Automatically adjust**: Touch or drag the toggle switch to let the phone adjust screen brightness automatically based on the surrounding light conditions. |
| | • To Manually adjust screen brightness: |
| | **1** Turn off **Automatically adjust**. |
| | **2** Touch the **Level** list box and select the desired brightness level. |

**Sound and ringtone settings**

| | |
|---|---|
| **ringtones & sounds** | • **Ringer**: Touch or drag the toggle switch to turn the ringtone and alert sounds on or off. |
| | • **Vibrate**: Touch or drag to set the vibrate mode. |
| | • You can select the ringtone and alert sounds, and decide whether to play a sound for reminders, notifications, key presses, and lock and unlock actions. |

## Connectivity settings

| | |
|---|---|
| **airplane mode** | Turning on the airplane mode disables all mobile, Wi-Fi, and Bluetooth connections. This feature is useful when wireless connectivity is strictly prohibited, such as on an airplane.<br><br>• To enable the airplane mode, touch or drag the toggle switch to set **Status** to **On**.<br><br>• To disable the airplane mode and restore all network connections, set **Status** to **Off**, and enter your SIM PIN. |
| **Wi-Fi** | • To connect your phone to the Internet using Wi-Fi networking:<br><br>1 Turn on **Wi-Fi networking**. Your phone scans for available Wi-Fi networks.<br><br>2 Touch a Wi-Fi network to connect to. To connect to a secure network protected by a password, enter the password to obtain authorized access to the network. The next time your phone connects to the same network, you will not be asked to enter the password again, unless you reset your phone to its factory settings.<br><br>3 Once your phone connects successfully to a network, **connected** appears below the network name, and the Wi-Fi icon 🛜 comes up in the system tray.<br><br>**NOTE:** To connect to Wi-Fi, you need access to a wireless point or "hotspot" within a distance of up to 300 feet (100 meters). The range and quality of the Wi-Fi signal is affected by the number of connected devices, infrastructure, and objects through which the signal passes.<br><br>• To delete a network profile from a Wi-Fi network:<br><br>1 Touch or touch and hold a connected network.<br><br>2 Touch **delete** from the context menu, or touch the **delete** icon 🗑 from the application bar. |

| | |
|---|---|
| cellular | • To connect to the Internet using GPRS, EDGE, 3G, or HSPA data connection, touch or drag the toggle switch to turn on **Data connection**. |
| | • **Data roaming options**: Touch to select between the **roam** and **don't roam** options. |
| | – **roam**—Your phone will continue to receive data using other networks available in the location. Your mobile operator may charge you extra for this option. |
| | • **don't roam**—Data connection will be turned off when you are outside your home network area. |
| | • If you are outside your home network or want to register to a different network, set **Network selection** to: |
| | – **automatic**: Let the phone automatically select a new network. |
| | – **tap to select**: Select a network manually from the network list. |
| | • To add the access point for a new mobile network operator: |
| | 1 Touch the **add apn** button to open the **APN SETTINGS** menu. |
| | 2 Type the network's access point name in the **APN** text box, your user name, and the password if required. |
| | **NOTE:** Your phone has the ability to maintain a constant Internet connection over Wi-Fi or mobile data connection (GPRS, EDGE, 3G, or HSPA). However, Wi-Fi connection has priority over mobile data connection if both are available. If a Wi-Fi connection is currently available, the phone automatically uses the Wi-Fi connection to access the Internet. The Internet connection over GPRS, EDGE, 3G, or HSPA becomes temporarily inactive, until the Wi-Fi connection ends. |

| | |
|---|---|
| **Bluetooth** | Bluetooth lets your phone connect wirelessly within a short range to other Bluetooth-enabled devices for data exchange. |

• To pair and connect a Bluetooth device:

1 Touch or drag the **Status** toggle switch to turn on Bluetooth. Your phone becomes discoverable and starts to scan for nearby available Bluetooth devices.

2 From a list of detected devices, touch the one you want to sync your phone.

3 Enter the same authentication password on both your phone and the device. Ensure that you read the documentation of the pairing device to check if it requires a default password.

**NOTE:** Pairing is a one-time process. Once your phone successfully pairs with another device, your phone recognizes that device without having to re-enter your password.

• To end a Bluetooth connection, touch a connected device to disconnect.

• To terminate a pairing partnership

1 Touch and hold a paired device.

2 Touch **delete** to erase all pairing information with that device. You need to enter the password again if you want to restore a Bluetooth connection to that device.

**To set the date, time, and language**

| | |
|---|---|
| **date & time** | • To let your phone automatically display the network-provided date, time zone and time, turn **Set automatically** on. |
| | • To manually adjust the date, time, and time zone: |
| | 1 Turn **Set automatically** off. |
| | 2 To enter the hour, minute, month, day, and year, touch, flick, or drag the desired number to the middle of the screen, then touch the **done** ✓ button. |
| | 3 Select a city or region that represents the time zone for your phone. |
| | 4 To display time in the 24-hour or 12-hour format, toggle **24-hour clock** on or off. |
| **region & language** | • If you have a preferred region variant for your display language, touch the **Region format** box and pick a language variant from the list of choices. |
| | • To set the date format used for displaying the date on the wallpaper, touch the **Short date** or **Long date** boxes and pick a format from a list of choices. |
| | • To decide what day of the week your calendar starts with, touch the **First day of week** box and pick a day from the list. |
| | • If you have a preferred region variant used for displaying the browser and search application language, touch the **Browser & search language** box and pick a language variant from the list of choices. |

**Disability settings**

| | |
|---|---|
| **ease of access** | **Teletypewriter (TTY/TTD) mode**: Enable this mode to let the user with speech or hearing disabilities conduct phone conversations by typing. |
| | **Hearing Aid Compatible (HAC) mode**: Enable this mode to minimize interference from the phone with the user's hearing aid, and optimize audio output for the hearing aid. |
| | **NOTE:** Enabling the HAC mode will disable the Bluetooth and Wi-Fi transmitter functions. |

**To check for operating software version and storage spaces**

1  Touch the Start button ⊞→ Menu button ⊕→ ⚙ **Settings**.

2  Under **system**, touch **about**.

**To reset your phone to the default state**

⚠ **CAUTION: The following steps will restore your phone to the default state and erase all data and downloaded applications stored on it. Ensure that you back up all the required data before you reset the phone.**

1  Touch Start ⊞→ Menu ⊕→ ⚙ **Settings**.

2  Under **system**, touch **about**.

3  Touch the **reset your phone** button.

# Applications

## Camera

**To start the camera**

- Press the camera button.
- Touch Start ⊞→ Menu ⊕→ 📷 **Camera**.

**On-screen camera controls**



| 1 | Touch to select from the following flash modes: |
|---|---|
| | 🔅 Auto flash is enabled. |
| | ⊗ Flash is disabled. |
| | 🔆 Flash is enabled. |
| **2** | Touch to zoom out. |
| **3** | Touch to zoom in. |
| **4** | Touch to switch between the camera mode and camcorder mode. |

**To capture pictures**

1 Ensure that the camera mode is enabled as ▣ indicated.
2 Focus on the object in the viewfinder screen. If necessary, touch + or - to zoom in or zoom out the viewfinder.
3 To start the auto-focus mode, half-press and hold the camera button.
4 Press the camera button all the way down and release to capture the picture.

📝 **NOTE:** To achieve optimal focus such as for taking a close shot, half-press and hold the camera button to use the auto-focus mode. Then without releasing the camera button press it again to take a picture.

**To manage captured pictures**

1  After a picture is captured, it stays on the screen. Flick the picture to view the other pictures captured most recently. If you restart the camera which opens with the viewfinder, flick the viewfinder away to view captured pictures.

2  Touch and hold a desired picture to bring up the context menu and choose from the following actions:

| | |
|---|---|
| **add to favorites** | Add this picture to the **favorites** section in the **Pictures** application. |
| **delete** | Delete this picture from your phone. |
| **upload to SkyDrive** | Upload the picture to the online storage of your Windows Live SkyDrive account, where you can access and share your pictures with friends over the Internet. |
| **share...** | Send the picture to someone using e-mail or messaging. |
| **use as wallpaper** | Display the picture as the wallpaper. <br> 1 Drag the picture to where you want it in the cropping frame, or enlarge a desired area of the picture. <br> 2 Touch ⊘ to crop the picture as the wallpaper. |

**To capture videos**

1  Ensure that the camcorder mode is enabled as 🔘 indicated.

2  Frame your subject on the viewfinder.

3  Press the camera button to start recording.

4  Press the camera button to stop recording.

**To manage captured videos**

1  Flick the viewfinder away to view captured videos.

2  To play a video, touch ▶ on the frozen image of the video.

📝 **NOTE:** For information on controlling video playback, see To control video playback.

Touch and hold a desired video and from the context menu that opens choose the action you want to do with the video:

| | |
|---|---|
| **delete** | Delete this video from your phone. |

# Pictures

Touch Start  → Menu → 🔲 **Pictures**.

Use the pictures application to view pictures captured using the phone camera, downloaded from visited websites, or posted by your on-line friends to your web accounts such as Hotmail.

**To view pictures**

1  Flick to browse the thumbnails of the pictures just added, or touch **all**, **date**, or **favorites** to view the pictures inside the selected category.

2  Flick to the picture thumbnail and touch it to display the full picture.

3  When a picture is displayed in full screen:

-   Flick the picture to view the next or previous picture.

-   Zoom the picture in or out: Stretch your fingers on the screen to enlarge the picture, or pinch the picture by bringing your fingers closer together to reduce the picture. You can also double-tap the picture to switch between fixed zoomed-in and zoomed-out views.

-   When a picture view is being enlarged, flick or drag the enlarged picture across the screen until the required portion appears.

    📝 **NOTE:** You can touch the screen to stop a moving picture where you want it.

4  When a picture is displayed, touch and hold the picture to bring up the context menu and choose from the actions described on page 76.

# Playing Music and Video Using Zune

The Zune software is a media player platform developed by Microsoft. It combines the Zune Marketplace to provide music, TV shows, movies, podcasts, and music videos available for download to your phone.

The Zune application on your phone is part of the Zune platform. You can use Zune to play music sample clips from Marketplace, as well as local audio and video files saved on the microSD card in your phone. Before opening Zune, ensure that you have copied the music files and videos to the microSD card in your phone.

To download music and videos to your phone, download them from Marketplace, or connect your phone to your computer to sync music and videos:

1   To sync multimedia files between your phone and your computer, you must install Zune on your computer. On your computer, go to **connect.microsoft.com/windowsphone**. Click the link to download and install the Zune software onto your computer.

2   Connect your phone to your computer using the USB cable that ships with your phone.

3   From the Zune software, click **Collection**, and find the music or videos you want to sync to your phone.

4   Drag the items to the phone icon on the Zune software.

## To start the Zune application

Touch Start ![Start icon] → Menu ![Menu icon] → ![Music+Videos icon] **Music + Videos**. The Zune main screen opens with categories of music and videos. If available, the artist of the song you selected to play appears as the background wallpaper.

## To access music using Marketplace

From the Zune main screen, touch **marketplace**, which takes you to the music collections available for download from Marketplace.

## To play music

1 Touch Start ⊞→ Menu ⊕→ 🕉 **Music + Videos**.

2 From the Zune main screen, touch **music** under **zune**.

3 Flick to the category such as **artists** or **albums** to find your song.

4 Touch a desired song to open the music playback screen and play the song.

### To control music playback

- Touch ⊛ to restart playback; touch and hold ⊛ to rewind playback; touch ⊛ twice to play the previous song.

- Touch ⊛ to play the next song; touch and hold ⊛ to fast-forward.

- Touch ⊛ to pause playback.

- Touch ⊛ to resume playback.

## To play a video

1 Touch Start ⊞→ Menu ⊕→ 🕉 **Music + Videos**.

2 From the Zune main screen, touch **videos** under **zune**.

3 Flick through the categories such as **all**, **tv**, **music**, **movies**, or **personal** to find your video.

📝 **NOTE:** Videos captured using your phone are grouped in the **personal** section.

4 Touch a desired video to open the video playback screen and play the video.

### To control video playback

- Touch the screen to bring up playback control.

- Touch ⊛ and ⊛ to rewind or fast-forward playback; touch and hold ⊛ or ⊛ to rewind or fast-forward playback with preview.

- Touch ⊛ to pause playback.

- Touch ⊙ to resume playback.

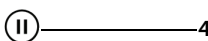> ✏ **NOTE:** Press the volume up button or volume down button to adjust playback volume.

# Listening to FM Radio Using Zune

**1** Touch Start 🟦→ Menu ⊙→ ▨ **Music + Videos**.

**2** Flick to the **zune** section and touch **radio**.

> ✏ **NOTE:** Your phone uses headphones as an FM radio antenna. To listen to FM radio, connect headphones to your phone.

1 ——— ⊛

2 ——|

$$100.7$$

100    101    102

5

3 ——— ★          ⏸ ——————— 4
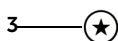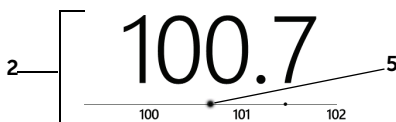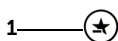
| | |
|---|---|
| **1** | Touch to add the current station or remove it from your favorites list. |
| **2** | • Drag the frequency line to manually tune to a desired station. |
| | • Flick the frequency line to start automatic scan for available stations. |
| | • Touch the current frequency to open the context menu. You can pin the current station to the Start screen to create a shortcut tile for the station, select the region where you can find your desired station, or choose to listen to the radio through the loudspeaker or headphones. |
| **3** | Touch to open your favorites list and select a station to listen to. |
| **4** | Touch to pause or resume playback of the radio. |
| **5** | A dot marks the frequency of a station that is added to your favorites list. |

# Calendar

Use the calendar to schedule and manage your events and appointments. You can also send meeting notices to others using e-mail.

**To open the calendar**

Touch Start ▣→ Menu ⊕→ ▦ **Calendar**.

**To use the calendar**

Touch Start ▣→ Menu ⊕→ ▦ **Calendar**.
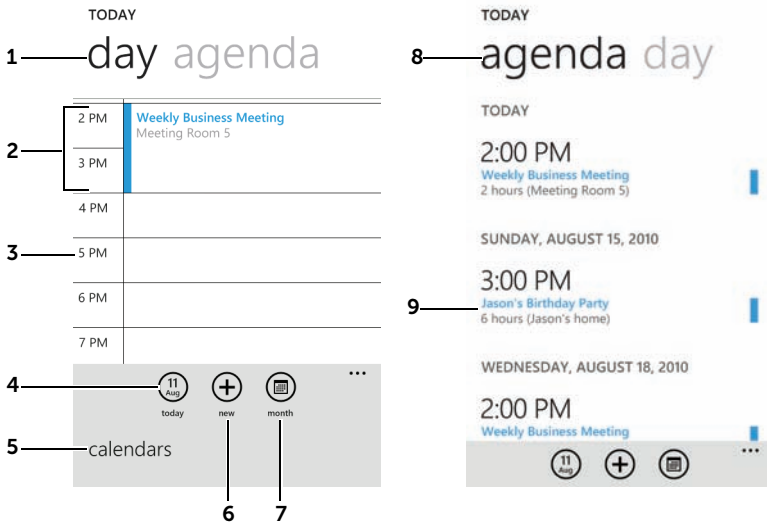
| | |
|---|---|
| **1** | Flick to **day** to view the daily calendar. |
| **2** | • Touch an appointment to view the details. The color bar indicates the duration of the event. |
| | • Touch and hold an appointment and from the context menu that appears, choose to edit or delete the appointment, or reply to the attendees of the appointment. |
| **3** | Touch an empty time slot to create a new appointment. |
| **4** | Touch to display today on the calendar. |

| 5 | Touch to enable or disable the Windows Live calendar, and choose the display color for the color bar and text of an appointment. |
|---|---|
| 6 | Touch to create a new appointment. |
| 7 | Touch to display the monthly calendar view. |
| 8 | Flick to **agenda** to view the list of appointments in time order. |
| 9 | • Touch an appointment to view the details.<br><br>• Touch and hold an appointment and from the context menu that appears, choose to edit or delete the appointment, or reply to the attendees of the appointment. |

**The calendar view**

1   Touch Start ⊞→ Menu ➔→ 🗓 **Calendar**.

2   Touch the **month** 🔘 button to view the calendar.



| 1 | Touch the year or month here and enter the year and month that you want to display on the calendar. |
|---|---|
| 2 | Flick the calendar area to display the desired year and month. |
| 3 | Touch a date box to display the daily calendar of the selected date, or display the agenda that lists the appointments starting with or after the selected date. |
| 4 | The current date is marked with a color box. |

**To view appointment details**

1  Touch Start  → Menu  → ⊞ **Calendar**.

2  Touch an appointment on the calendar to view the details.

▬ 2:39

MEETING

1——details attende

Weekly Business
Meeting
12/1/2010, 2:00 PM - 4:00 PM
Meeting Room 5                    ⟳ ——6

Calendar: **Windows Live**

**Reminder: 15 minutes**

Call the meeting on Wed

edit    delete    respond    late    ···

2      3      4      5
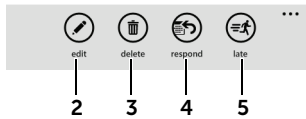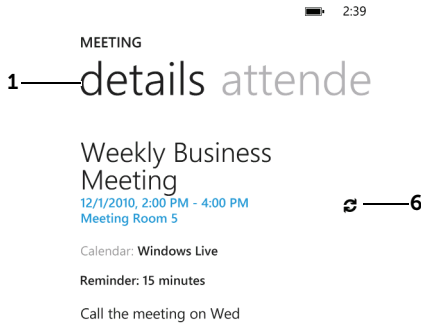
| | |
|---|---|
| **1** | Flick to view the details or the attendees of the appointment. |
| **2** | Touch to edit the appointment. |
| **3** | Touch to delete the appointment. |
| **4** | Touch and select **reply** to e-mail the meeting organizer of this appointment; select **reply all** to e-mail all the attendees. |
| **5** | Touch to send an e-mail to the attendees informing them that you will be late for the appointment. |
| **6** | Indicates this is an recurring appointment. |

**Event reminders**

If you set a reminder for an event, the upcoming appointment tile

appears in the notifications area of the status bar when
the reminder time arrives.

# Alarms

Touch Start ⊞→ Menu ⊕→ ⏰ **Alarms**.

Your phone can work as an alarm clock. You can set as many alarms as you require.

**To set an alarm**

1  From the application bar touch ⊕.

2  Enter the following settings:

| | |
|---|---|
| **Time** | Set the alarm time. |
| **Repeats** | Select the days you want the alarm to ring. |
| | **NOTE:** If you did not select any days for the alarm, **only once** appears to hint that your alarm will only go off once. |
| **Sound** | Select the alarm ringtone. |
| **Name** | Give the alarm a name for a special event. |

3  Touch ⊟ to set the alarm.

**To enable or disable an alarm**

Touch or drag the toggle switch next to a set alarm to enable or disable the alarm.

**To delete an alarm**

1  Touch a set alarm to open the **edit** screen.

2  From the application bar touch 🗑.

# Calculator

1  Touch Start ⊞→ Menu ⊕→ 🔲 **Calculator**. The calculator panel opens.

2  Perform calculations by touching the corresponding buttons on the calculator panel.

# Voice Recognition

From anywhere on your phone, touch and hold Start ![](start icon) to bring up the voice recognition application, which lets you say speech commands to call people, start applications, and search the Internet without using your hands.

- To call the mobile of someone named John, use this speech command *Call <Name>, mobile*, and say "Call John, mobile" to your phone.

- To start an application, like Calendar, say "Open Calendar."

- To search for something, tell the phone what you want, like "Find movie theaters" and the Bing search application will start searching.

- If you are not sure about what speech command to use, say "What can I say".

![](note icon) **NOTE:** To configure voice recognition settings, touch Start ![](start icon)→ Menu ![](menu icon)→ ![](settings icon) **Settings**. Under **system**, touch **speech**.

# Office

Touch Start ![](start icon)→ Menu ![](menu icon)→ ![](office icon) **Office**.

The Microsoft Office application combines the features of the Microsoft Office suite.

For detailed information on using the Microsoft Office features, touch to open the **Explore OneNote/Word/Excel/PowerPoint** files from the Microsoft Office main screen, or visit **WindowsPhone.com**.

![](note icon) **NOTE:** The files created using the Microsoft Office application are pinned to the Microsoft Office main screen for direct access.

## OneNote

OneNote Mobile lets you take notes with pictures or voice memos using your phone. You can also sync your notes to your Windows Live SkyDrive account and Microsoft SharePoint Server 2010, so that you can use your phone and your computer to access the same files you created.

**To create a new note**

1  Touch Start ⊞→ Menu ⊙→ ⊞ **Office**.

2  From the Microsoft Office main screen, flick to the **OneNote** section and touch ⊕ **new note**.

**Editing tools and commands for a note**
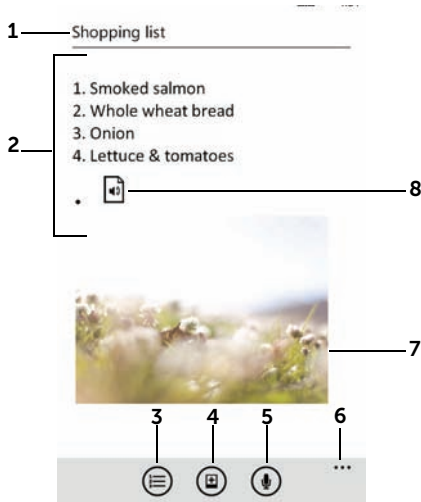


| 1 | Enter your note title here. |
|---|---|
| 2 | Enter your note in this editing area. |
| 3 | Apply the auto-numbering format to the paragraph where the cursor appears. |
| 4 | Attach a picture to the note. |
| 5 | Record and attach an audio file the note. |

| 6 | Touch or drag the application bar to undo or redo actions, apply bulleted lists, increase or decrease indent, or apply text formats. |
|---|---|
| 7 | The attached picture. |
| 8 | Touch the icon to play the attached audio recording. |

## Documents

You can create, view, and edit Microsoft Word (.doc), and Microsoft Excel (.xls) files, and view Microsoft PowerPoint (.ppt) slides using your phone.

**To create a new Word document**

1  Touch Start ⊞→ Menu ⊙→ ▦ **Office**.

2  From the Microsoft Office main screen, flick to the **Documents** section and touch **new document→ Word document**.

**Editing tools and commands for a Word document**

1 ——This is an example. |————————7    □Ⱶ 7:57

3  4  5  6

outline  comment  find  format

undo

redo

2——  send...

save

save as...
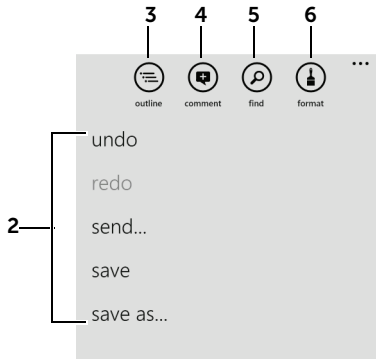
| 1 | • Touch text and type using the on-screen keyboard that opens or the physical keyboard.  <br>• Double-tap, pinch, or stretch on the editing screen to zoom text in or out. |
|---|---|
| 2 | Touch • • • or drag the application bar upward to:  <br>• **undo** — undo the previous step or action.  <br>• **redo** — redo the previous step or action.  <br>• **send...** — send the document using your e-mail accounts.  <br>• **save** — save a document with changes.  <br>• **save as...** — save the document with another name. |
| 3 | View an outline of the paragraphs using particular heading styles. Touch a section name to jump to that paragraph. |
| 4 | Make a comment on the text marked by a color box or immediately followed by a cursor. Type your comment in the comment text box that opens. |
| 5 | Find text in the document. Type the text you look for into the search box. The screen will mark the matching text by a color box. Touch ⊕ to find the next matching text. |

| 6 | Apply a text format to highlighted text or the text you are going to type. |
|---|---|
| 7 | To move the cursor, touch where you want it to move, or touch and hold the editing screen until the cursor marker appears, then drag it to where you want. |

### To create an Excel spreadsheet

1   Touch Start ⊞→ Menu ⊕→ 🔳 **Office**.

2   From the Microsoft Office main screen, flick to the **Documents** section and touch **new document**→ **Excel workbook**.

### Editing tools and commands for an Excel spreadsheet
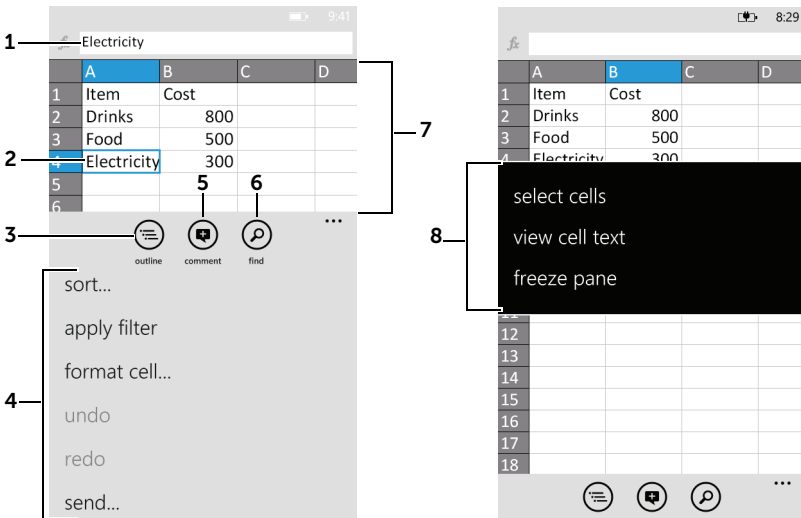


| 1 | Touch and type text into a selected cell using the on-screen keyboard or the physical keyboard. |
|---|---|
| 2 | Touch a cell to select it. |
| 3 | Touch to view another spreadsheet. |

| 4 | Touch or drag the application bar upward to: |
|---|---|

- **sort...** — Sort a list of cells by a selected column.
- **apply filter** — Apply filters to selected cells or columns.
- **format cell...** — Apply formats to selected cells or columns.
- **undo** — Undo the previous step or action.
- **redo** — Redo the previous step or action.
- **send...** — Send the document using one of your e-mail accounts.
- **save** — Save a document with changes.
- **save as...** — Save a document as another one with a new file name.

| 5 | Add a comment in a selected cell. Type your comment in the comment text box that opens. |
|---|---|
| 6 | Find text in the document. Type the text to search in the search box. The screen will mark the cell containing matching text by the color frame. Touch ⊕ to move to the next matching cell. |
| 7 | Double-tap, pinch, or stretch on the spread sheet to zoom it in or out. |
| 8 | Touch and hold a cell and from the context menu that appears, you can: |

- **select cells** — Select cells by dragging the color frame.
- **view cell text** — View the text inside a selected cell.
- **freeze pane** — Freeze the rows above a selected cell.

**To view a PowerPoint file**



| 1 | • You can flick to the slide you want to view. |
|---|---|
| | • Double-tap the picture to switch between fixed zoomed-in and zoomed-out views. |
| | • Stretch or pinch on a slide to zoom it in or out. |
| **2** | Touch the **outline** button and then touch a heading that leads you to a desired slide. |
| **3** | Touch the **notes** button and type your notes for the current slide. |
| **4** | Touch the **edit** button to open the editing screen. |
| **5** | Touch or flick the application bar upward to save the file or send it by e-mail. |

**To edit a PowerPoint file**
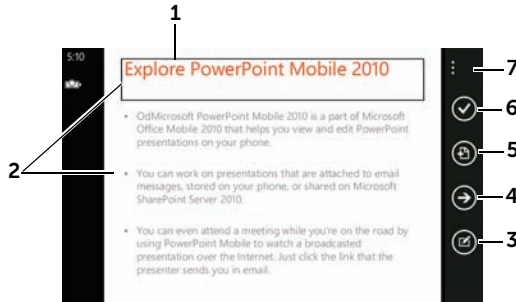


| 1 | Touch the text box to open the slide composing screen and edit the text within the text box. |
|---|---|
| 2 | Touch the heading or body text to move the text box to the text you want to edit. |
| 3 | Touch the **edit** button to open the slide composing screen and edit the text within the text box. |
| 4 | Touch the **next** button to move the text box to the text you want to edit. |
| 5 | Touch the **notes** button and type your notes for the current slide. |
| 6 | Touch the **done** button to close the editing screen. |
| 7 | Touch or flick the application bar upward to:<br><br>• **move slide**: Rearrange the order of slides.<br>1 Touch a heading that leads a slide you want to move.<br>2 Drag the highlighted heading to where you want it in the list of headings.<br>3 Touch the **done** button. The slides will be rearranged according to the new order of the headings.<br><br>• **hide**/**unhide slide**: Hide or display the current slide. |

## SharePoint

Microsoft Office SharePoint is a server program that is part of the Microsoft Office system. SharePoint allows you to view, edit and download documents stored on Microsoft SharePoint Server 2010. For information on using SharePoint, visit **WindowsPhone.com**.

# Troubleshooting

| Problem | Possible causes | Possible solutions |
|---|---|---|
| **Call-related problems** | | |
| SIM card error | SIM card malfunction or damage. | Take the SIM card to your service provider for testing. |
| | The SIM card is inserted improperly. | Insert the SIM card properly. |
| | Dirt or dust on the SIM card's metal contacts. | Use a soft, dry cloth to clean the SIM card's metal contacts. |
| Poor reception | The network signal is too weak at your current location, for example, in a basement or near a tall building. Wireless transmissions can not effectively reach it. | Move to a location where you can receive proper network signal. |
| | The network is busy at the current time (for example, during peak times, there may be too much network traffic to handle additional calls). | Avoid using the phone at such times, or try again after waiting a short time. |
| | You are too far away from a base station for your service provider. | You can request a service area map from your service provider. |

| Problem | Possible causes | Possible solutions |
|---------|-----------------|--------------------|
| You cannot make outgoing calls | The SIM card is not installed. | Install a valid SIM card in your phone. |
| | Poor signal. | Move to an open space, or if you are inside a building, move closer to a window. |
| | Your phone is in airplane mode with no wireless connectivity. | **1** Touch Start ⊞ → Menu ⊙.<br>**2** Touch ⚙ **Settings**.<br>**3** Under system, touch **airplane mode**.<br>**4** Touch or drag the toggle switch to turn off the airplane mode. |
| You cannot answer incoming calls | Poor signal. | Move to an open space, or if you are inside a building, move closer to a window. |
| | Your phone is in airplane mode with no wireless connectivity. | **1** Touch Start ⊞ → Menu ⊙.<br>**2** Touch ⚙ **Settings**.<br>**3** Under system, touch **airplane mode**.<br>**4** Touch or drag the toggle switch to turn off the airplane mode. |
| Unable to add contacts to the phone | Memory for storing contacts is already full. | Delete unnecessary contact information from the phone. |
| Echo or noise | Poor network trunk quality on the part of your service provider, or poor local telephone line quality. | Hang up and dial again. You may be switched to a better-quality network trunk or phone line. |
| Noises during a call | You may be near a strong electromagnetic source (such as a TV, a microwave oven, etc.) during a call. | Move to another location to reduce the interference effects. |

| Problem | Possible causes | Possible solutions |
|---------|-----------------|--------------------|
| You cannot enable certain call features | Your service provider does not support these features, or you have not applied for services that provide these features. | Contact your service provider. |
| PIN Code is blocked | You have entered an incorrect PIN code three consecutive times. | Contact your service provider. If the service provider provides the SIM card's PUK code, use the PUK code to unlock the SIM card. |
| System problems | | |
| Battery does not charge | The battery or battery charger is damaged. | Contact the dealer. |
| | The phone's temperature is below 0°C or higher than 45°C. | Adjust the battery charging environment to avoid extreme temperatures. |
| | Poor contact between the battery and charger. | Check all connectors to ensure that all connections have been properly made. |
| Unable to turn the phone on. | The battery is empty. | Charge the phone. |
| | The back cover has come off. | Ensure that the back cover is firmly secured to the phone. |
| | Battery contacts are not clean. | Seek your dealer's help to clean the contacts. |
| The phone turns off automatically | The back cover has come off. | Ensure that the back cover is firmly secured to the phone. |

| Problem | Possible causes | Possible solutions |
|---|---|---|
| Shortened standby time | The length of standby time is affected by your service provider's system configuration. The same phone used with different service providers' systems does not have the same length of standby time. | If you are located in an area where the network signal is weak, temporarily turn off your phone. |
| | The battery is depleted. In high-temperature environments, battery life will be shortened. | Use a new battery. |
| | If you are not able to connect to the network, the phone will continue to send out signals as it attempts to locate a base station. Doing this consumes battery power and consequently shortens standby time. | Change your location to one where the network is accessible, or temporarily turn off your phone. |
| **Messaging problems** | | |
| Unable to send or receive text messages. | Your phone is in airplane mode with no wireless connectivity. | **1** Touch Start ⊞ → Menu ⊖.<br>**2** Touch ⚙ **Settings**.<br>**3** Under system, touch **airplane mode**.<br>**4** Touch or drag the toggle switch to turn off the airplane mode. |
| | The signal strength is not strong enough. | Try moving to a different location for better signal reception. |

| Problem | Possible causes | Possible solutions |
|---|---|---|
| Unable to send or receive multimedia messages. | Your phone is in airplane mode with no wireless connectivity. | **1** Touch Start ⊞ → Menu ➔. <br> **2** Touch ⚙ **Settings**. <br> **3** Under system, touch **airplane mode**. <br> **4** Touch or drag the toggle switch to turn off the airplane mode. |
| | No MMS service is available. | Subscribe to the MMS service from your service provider. |
| | Your MMS settings are not configured properly. | Check your network connection, and confirm with your network service provider if your MMS settings are configured correctly. |
| | Not enough space left on your phone memory. | Check if there is enough space on your phone memory. Delete useless data to free space if necessary. |
| Unable to send or receive e-mail. | The Internet connection or the e-mail setting is not configured properly. | Check your network connection, and confirm with your e-mail service provider if your e-mail setting has been configured correctly. |
| **Internet problems** | | |

| Problem | Possible causes | Possible solutions |
|---|---|---|
| Unable to connect to the Internet. | Your phone is in airplane mode with no wireless connectivity. | **1** Touch Start ⊞ → Menu ⊕. <br> **2** Touch ⚙ **Settings**. <br> **3** Under system, touch **airplane mode**. <br> **4** Touch or drag the toggle switch to turn off the airplane mode. |
|  | You are not within the network's service area. | Check the service area with your service provider. |
|  | Poor signal. | Move to an open space or if you are inside a building, move closer to a window. |
| **Media problems** | | |
| Windows Media Player on my computer cannot play the sounds of the video captured using the phone. | The phone records video sounds in amr format, but Windows Media Player does not support amr decoding. | Play the video using a video player with the amr decoder, such as QuickTime. |

# Index

根據 NCC 低功率電波輻射性電機管理辦法規定：

第十二條　　經型式認證合格之低功率射頻電機，非經許可，公司、
　　　　　　商號或使用者均不得擅自變更頻率、加大功率或變更原
　　　　　　設計之特性及功能。

第十四條　　低功率射頻電機之使用不得影響飛航安全及干擾合法通
　　　　　　信；經發現有干擾現象時，應立即停用，並改善至無干
　　　　　　擾時方得繼續使用。

　　　　　　前項合法通信，指依電信法規定作業之無線電通信。低
　　　　　　功率射頻電機須忍受合法通信或工業、科學及醫療用電
　　　　　　波輻射性電機設備之干擾。

減少電磁破影響，請妥適使用

SAR 標準值 2.0W/Kg；送測產品實測值為：XXXX W/Kg