



htc TOUCH PRO2

User Manual



stick
together™

T-Mobile®

htc TOUCH_{PRO2}

Please Read Before Proceeding

THE BATTERY IS NOT CHARGED WHEN YOU TAKE IT OUT OF THE BOX.

DO NOT REMOVE THE BATTERY PACK WHEN THE DEVICE IS CHARGING.

YOUR WARRANTY IS INVALIDATED IF YOU DISASSEMBLE OR ATTEMPT TO DISASSEMBLE THE DEVICE.

PRIVACY RESTRICTIONS

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

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Important Health Information and Safety Precautions

When using this product, the safety precautions below must be taken to avoid possible legal liabilities and damages.

Retain and follow all product safety and operating instructions. Observe all warnings in the operating instructions on the product.

To reduce the risk of bodily injury, electric shock, fire, and damage to the equipment, observe the following precautions.

ELECTRICAL SAFETY

This product is intended for use when supplied with power from the designated battery or power supply unit. Other usage may be dangerous and will invalidate any approval given to this product.

SAFETY PRECAUTIONS FOR PROPER GROUNDING INSTALLATION

CAUTION: Connecting to an improperly grounded equipment can result in an electric shock to your device.

This product is equipped with a USB Cable for connecting with desktop or notebook computer. Be sure your computer is properly grounded (earthed) before connecting this product to the computer. The power supply cord of a desktop or notebook computer has an equipment-grounding conductor and a grounding plug. The plug must be plugged into an appropriate outlet which is properly installed and grounded in accordance with all local codes and ordinances.

SAFETY PRECAUTIONS FOR POWER SUPPLY UNIT

- **Use the correct external power source**

A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

- **Handle battery packs carefully**

This product contains a Li-ion or Li-ion Polymer battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60°C (140°F).



WARNING: Danger of explosion if battery is incorrectly replaced. To reduce risk of fire or burns, do not disassemble, crush, puncture, short external contacts, expose to temperature above 60° C (140° F), or dispose of in fire or water. Replace only with specified batteries. Recycle or dispose of used batteries according to the local regulations or reference guide supplied with your product.



Li-ion



- **Take extra precautions**

- Keep the battery or device dry and away from water or any liquid as it may cause a short circuit.
- Keep metal objects away so they don't come in contact with the battery or its connectors as it may lead to short circuit during operation.
- The phone should only be connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.
- Do not use a battery that appears damaged, deformed, or discolored, or the one that has any rust on its casing, overheats, or emits a foul odor.
- Always keep the battery out of the reach of babies and small children, to avoid swallowing of the battery. Consult the doctor immediately if the battery is swallowed.

- If the battery leaks:
 - Do not allow the leaking fluid to come in contact with skin or clothing. If already in contact, flush the affected area immediately with clean water and seek medical advice.
 - Do not allow the leaking fluid to come in contact with eyes. If already in contact, DO NOT rub; rinse with clean water immediately and seek medical advice.
 - Take extra precautions to keep a leaking battery away from fire as there is a danger of ignition or explosion.

SAFETY PRECAUTIONS FOR DIRECT SUNLIGHT

Keep this product away from excessive moisture and extreme temperatures. Do not leave the product or its battery inside a vehicle or in places where the temperature may exceed 60°C (140°F), such as on a car dashboard, window sill, or behind a glass that is exposed to direct sunlight or strong ultraviolet light for extended periods of time. This may damage the product, overheat the battery, or pose a risk to the vehicle.

PREVENTION OF HEARING LOSS



CAUTION: Permanent hearing loss may occur if earphones or headphones are used at high volume for prolonged periods of time.

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

- Earphone, manufactured by HTC, Model HS S300.

SAFETY IN AIRCRAFT

Due to the possible interference caused by this product to an aircraft's navigation system and its communications network, using this device's phone function on board an airplane is against the law in most countries. If you want to use this device when on board an aircraft, remember to turn off your phone by switching to Airplane Mode.

ENVIRONMENT RESTRICTIONS

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, fuel storehouses, below deck on boats, chemical plants, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

EXPLOSIVE ATMOSPHERES

When in any area with a potentially explosive atmosphere or where flammable materials exist, the product should be turned off and the user should obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Users are advised not to use the equipment at refueling points such as service or gas stations, and are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants, or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. These include fueling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

ROAD SAFETY

Vehicle drivers in motion are not permitted to use telephony services with handheld devices, except in the case of emergency. In some countries, using hands-free devices as an alternative is allowed.

SAFETY PRECAUTIONS FOR RF EXPOSURE

- Avoid using your phone near metal structures (for example, the steel frame of a building).
- Avoid using your phone near strong electromagnetic sources, such as microwave ovens, sound speakers, TV and radio.
- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

INTERFERENCE WITH MEDICAL EQUIPMENT FUNCTIONS

This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

HEARING AIDS

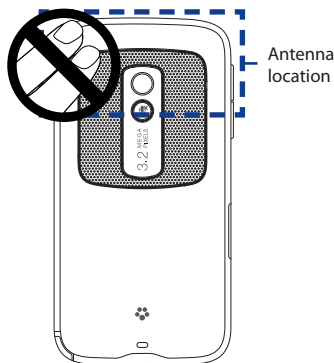
Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

NONIONIZING RADIATION

Your device has an internal antenna. This product should be operated in its normal-use position to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country.

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards, always use your device only in its normal-use position. Contact with the antenna area may impair call quality and cause your device to operate at a higher power level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.



General Precautions

- **Avoid applying excessive pressure to the device**

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

- **Device getting warm after prolonged use**

When using your device for prolonged periods of time, such as when you're talking on the phone, charging the battery or browsing the web, the device

may become warm. In most cases, this condition is normal and therefore should not be interpreted as a problem with the device.

- **Heed service markings**

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

- **Damage requiring service**

Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:

- Liquid has been spilled or an object has fallen onto the product.
- The product has been exposed to rain or water.
- The product has been dropped or damaged.
- There are noticeable signs of overheating.
- The product does not operate normally when you follow the operating instructions.

- **Avoid hot areas**

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

- **Avoid wet areas**

Never use the product in a wet location.

- **Avoid using your device after a dramatic change in temperature**

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

NOTICE: When taking the device from low-temperature conditions into a warmer environment or from high-temperature conditions into a cooler environment, allow the device to acclimate to room temperature before turning on power.

- **Avoid pushing objects into product**

Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.

- **Mounting accessories**

Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.

- **Avoid unstable mounting**

Do not place the product with an unstable base.

- **Use product with approved equipment**

This product should be used only with personal computers and options identified as suitable for use with your equipment.

- **Adjust the volume**

Turn down the volume before using headphones or other audio devices.

- **Cleaning**

Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

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Welcome to T-Mobile®

Introduction

T-Mobile Services and Applications

Activating Service

Introduction

This User Manual provides you with detailed instructions on using your T-Mobile phone and services.

You will also find information from the following sources:

T-Mobile Customer Care

The T-Mobile Customer Care team offers responsive, knowledgeable customer support 24 hours a day, seven days a week. In addition, you can always access free online help for your device at support.t-mobile.com, and for your account at my.t-mobile.com.

- General Questions

Our Customer Care team can assist in many things including service activation, billing, GSM/GPRS coverage information, voicemail, and feature additions. Just dial 1-800-937-8997 or 611 on your device.

Windows Mobile® Web site

(<http://www.microsoft.com/windowsmobile>)

T-Mobile Services and Applications

With your new T-Mobile phone and T-Mobile's service package, you get the freedom of excellent voice and broadband connectivity in many locations nationwide.

Important By using T-Mobile services, you acknowledge that you have read, understood and agreed to be bound by each of the terms and conditions of the Service Agreement.

When you activate service with T-Mobile, the following features and services are available to you:

Voice/Phone

- Local calling and nationwide long distance calling
- International calling *
- Caller ID
- Call waiting and call hold **
- Conference calling **
- Call forwarding **

* Log on to **my.t-mobile.com** to set up international calling.

See **www.t-mobile.com/international/** for rate and other information on international services.

- **
- Airtime rates apply for all completed calls. Calls that are forwarded to numbers outside the local calling area are charged long distance rates. These features may include charges for multiple calls.
 - Calls made in any T-Mobile coverage area, including 911 calls, may not always be completed due to factors such as weather conditions, terrain, foliage, building structures, and equipment limitations.
 - You can use your device to access 911 Emergency Service while you are on a call. You can access 911 even if you DO NOT have a SIM card in the device. All 911 calls are FREE.

Voicemail

Your T-Mobile phone has been programmed to forward calls when your line is busy or when you are not available. T-Mobile's voicemail system offers your caller the option to record a voice message that you can play back at your convenience or to send a numeric page to your device.

Note Airtime charges apply to receipt and retrieval of voicemail messages.

E-mail

Set Up E-mail (📧) provides you unlimited access to your work and personal e-mail. Instantly access your e-mail from AOL® AIM®, Yahoo!®, Microsoft® Exchange and many more, including any POP3 or IMAP4 e-mail server.

For more information about setting up and using e-mail, see Chapter 6 and 7.

Messaging services

Text Messaging (SMS)

Text messaging allows you to send, receive, and reply to short text messages using your device. Messages may be sent to and from mobile devices that support text messaging. You may be charged for using text messaging depending on your rate plan. Visit www.t-mobile.com or a T-Mobile store for domestic and international text messaging rates.

For more information about sending text messages, see Chapter 6.

Picture and Video Messaging

Send and receive picture and video messages using your device. You can take pictures and videos using the device's integrated camera and send them to family and friends. You may be charged for using Picture and Video Messaging depending on your rate plan. Visit www.t-mobile.com or a T-Mobile store for domestic and international Picture and Video Messaging rates, and information on phones and participating services capable of receiving picture and video messages.

For more information about sending picture and video messages, see Chapter 6.

Instant Messaging (IM)

Your device comes with instant messaging (IM) applications pre-installed for your convenience. Your normal screen name and password work just as they would on any computer connected to the Internet. You may be charged for using instant messaging depending on your rate plan. Visit www.t-mobile.com or a T-Mobile store for domestic and international instant messaging rates.

For more information about using Instant Messaging, see Chapter 6.

Note Separate additional charges may apply to send/receive domestic/international e-mail, text, multimedia and instant messages.

T-Mobile myFaves®

T-Mobile myFaves helps you stay connected to the people who matter most in your life. Simply choose any five U.S. phone numbers* you call most often, on any network, and have them displayed on your phone's main screen. To subscribe, go to www.t-mobile.com.

When you subscribe to the service, you can take advantage of the following:

- Unlimited nationwide calling to any five numbers, on any network (even landlines)
- One-touch calling, text messaging**, and photo sharing**
- No domestic roaming or domestic long-distance charges
- Personalize contacts with favorite pictures** or downloadable icons**

* myFaves only applies to calls directly between two people and allows unlimited nationwide calling to 5 U.S. numbers. You can change myFaves numbers once/month.

** Separate purchase/download charges may apply. Separate charges apply to send/receive domestic/international text and picture messages.

For more information, see “myFaves” in Chapter 3.

You can also visit www.t-mobile.com for the latest information.

Activating Service

If your service has not been activated, then follow the steps in this section to activate. The T-Mobile Activations representative will set up your service and assign your mobile number. It takes about 20 minutes to activate voice service and may take up to 24 hours to activate data service. Business and government accounts may take additional time to activate voice and data service. By activating service, you acknowledge that you have read and agreed to the terms and conditions of the Service Agreement.

1. Have your Service Agreement and the following information ready for your Activations representative:
 - Name, home address, home phone, preferred billing address
 - **Note** For business and government accounts, your Activations representative will also require your physical address, company name or government agency name, and the tax ID.
 - Social Security number, current driver's license number, and date of birth for credit-check purposes
 - Model number of your device (T-Mobile phone)
 - SIM serial number (on the back of the SIM card)
 - IMEI number (on the label under the battery)
 - Agent code (on your service agreement)
 - Your choice of T-Mobile rate plans and services
2. Call Customer Care at 1-800-937-8997 from a landline phone.

Chapter 1

Getting Started

1.1 Getting to Know Your HTC Touch Pro2

Inside the box

The product package includes:

- HTC Touch Pro2
- Battery
- AC adapter
- Wired stereo headset
- USB sync cable
- Multi-function audio cable
- Started Guide
- Pouch
- Getting Started Disc

Top panel



POWER

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

Left panel

VOLUME UP

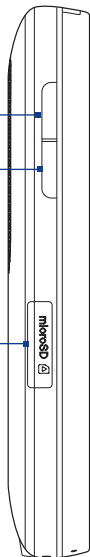
During a call or when playing music, press this button to increase the volume.

VOLUME DOWN

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

microSD Card Slot

For more information about inserting a microSD card, see “To install a microSD card” later in this chapter.



Right panel

Microphone

Reset

See “Resetting Your Device” in Chapter 13 for details.

Stylus

Tap items, write, or draw on the touch screen.



Front panel

Notification LED*

See description below.

Earpiece

Listen to a phone call from here.

START

Press to return to the TouchFLO 3D myFaves tab.

TALK/SEND

- Press to answer an incoming call or dial a number.
- Press and hold to speak a voice command.
- During a call, press and hold to turn the speakerphone on and off.
- While viewing a text or e-mail message, press to call the sender of the message.

Zoom bar

See "Using the Zoom bar" later in this chapter for details.

Light Sensor

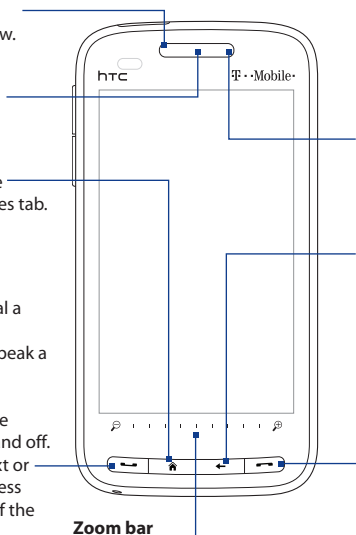
Senses the ambient light and adjusts the screen backlight accordingly.

BACK

Press to return to the previous screen.

END

- Press to end a call or return to the myFaves tab.
- Press and hold to lock the device. To customize the **END** key, see **Buttons** in Chapter 13.



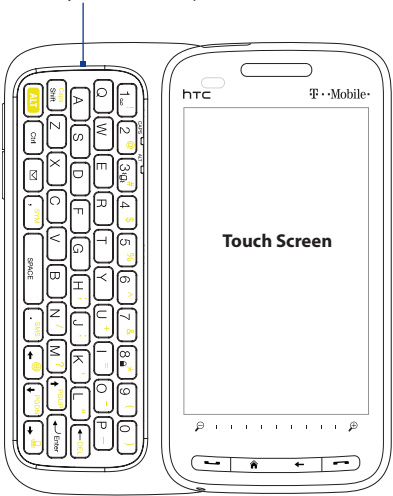
* The Notification LED shows a:

- Flashing green light when there are new text messages, picture and video messages, e-mail messages, missed calls, or reminders.
- Solid green light when the device is connected to the power adapter or a computer and the battery is fully charged.
- Solid amber light when the battery is being charged.
- Flashing amber light when the remaining battery level reaches below 10%.

Hardware keyboard

QWERTY Keyboard

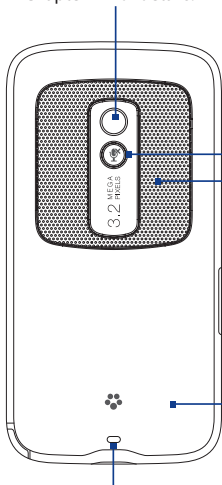
Slide open the touch screen panel to reveal the keyboard. See Chapter 4 for details.



Back panel

3.2 Megapixel Camera

See “Taking Photos and Videos” in Chapter 11 for details.



Mute

Press to mute or unmute the dual microphone.

Dual Speaker

Use this dual speaker for conference calls. For more information about making conference calls, see “Straight Talk™” in Chapter 2.

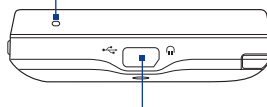
Back Cover

Strap Holder

Attach a wrist strap, neck lanyard, or string accessory.

Bottom panel

Microphone



Sync Connector/ Earphone Jack/TV Out

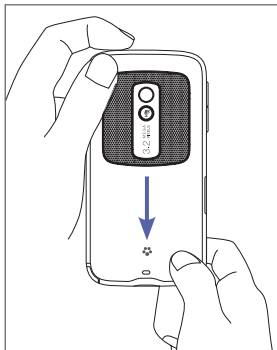
- Connect the supplied USB cable to synchronize information.
- Connect the power adapter to recharge the battery.
- Connect the supplied USB stereo headset for hands-free conversation or for listening to audio media.
- Connect an HTC composite video and audio cable (purchased separately) to output the device screen contents and device audio to an external viewing device.

1.2 Installing the SIM Card, Battery and Storage Card

You need to remove the back cover before you can install the SIM card, battery and storage card. Also, make sure to always turn off the power before installing or replacing the SIM card and battery.

To remove the back cover

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



To replace the back cover

Line up the four inside tabs located on the left and right sides of the back cover to the four tab slots on the back panel, and then slide the back cover up until it locks into place.

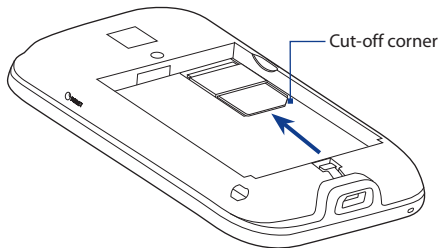
SIM card

Your SIM (Subscriber Identity Module) card is given to you by T-Mobile and contains your basic subscriber information, such as your phone number and your address book.

Before you install your SIM card, ensure that the device is turned off.

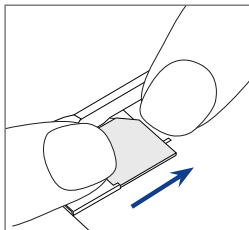
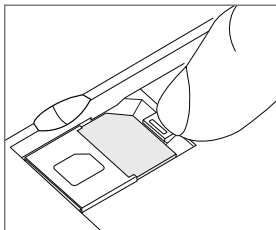
To install the SIM card

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



To remove the SIM card

1. Remove the battery if it is installed. For battery removal instructions, see “To remove the battery”.
2. Press and hold the small metal tab near the SIM card slot opening with your index finger, and then use your other index finger to slide the SIM card out from the slot.

**Battery**

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

Warning! To reduce risk of fire or burns:

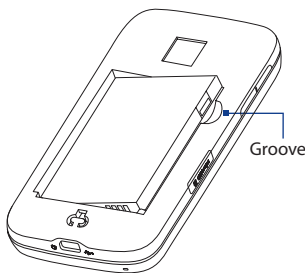
- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush, puncture, short external contacts, or dispose of in fire or water.
- Do not expose to temperatures above 60°C (140°F).
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used battery as stipulated by local regulations.

To install the battery

1. Align the battery's exposed copper contacts with the battery connectors at the bottom part of the battery compartment.
2. Insert the contacts side of the battery first and then gently push the battery into place.

To remove the battery

Lift out the battery from the groove at the upper right side of the battery compartment.

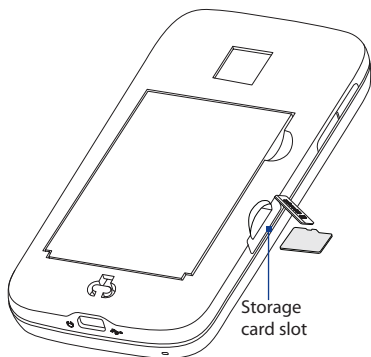
**Storage card**

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

To install a microSD card

1. Remove the back cover. For instructions, see "To remove the back cover" earlier in this chapter.
2. The microSD card slot is located below the VOLUME buttons. Open the cover of the microSD card slot.

3. Insert the microSD card into the slot with its gold contacts facing down.



4. Push in the microSD card until it clicks into place.
5. Replace the back cover. For instructions, see "To replace the back cover".



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

1.3 Charging the Battery

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

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

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

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

Warning!

- Do not remove the battery from the device while you are charging it using the AC or car adapter.
- As a safety precaution, the battery stops charging before it overheats.

1.4 Starting Up

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

Turning your device on and off

To turn on the device

Press the POWER button.

To turn off the device

1. Press and hold the POWER button for a few seconds.
2. Tap **Yes** when prompted.

Importing SIM contacts

When you turn on your device for the first time, it installs customized settings and then displays the **SIM Card Changed** screen. Follow the on-screen instructions to import all SIM contacts to your device.

Note Tap **Cancel** if you do not want to import SIM contacts at this time. You can use the SIM Manager program anytime to import your SIM contacts. For instructions, see “To copy SIM contacts to your device” in Chapter 12.

Switching to Sleep mode

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

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

Note You can set the timeout period for Sleep mode. For instructions, see “To automatically turn off the screen backlight when the device is not in use” in Chapter 13.

Your device wakes up automatically when you receive an incoming call or a notification, such as a new text message or appointment reminder. To wake up your device manually, briefly press the POWER button.

Checking battery power

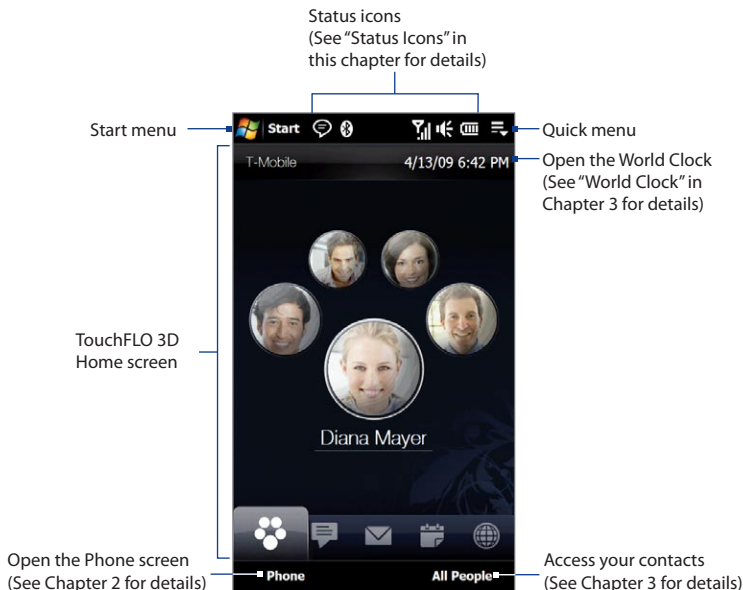
To check the current battery level, refer to the battery status icon that is shown on the upper-right side of the screen. You can also tap **Start > Settings > System tab > Power** to check the battery level.

When the low-battery warning appears, make sure to save any unsaved data or files and connect the power adapter to charge the battery. See “Charging the Battery” earlier in this chapter for details.

1.5 Home Screen

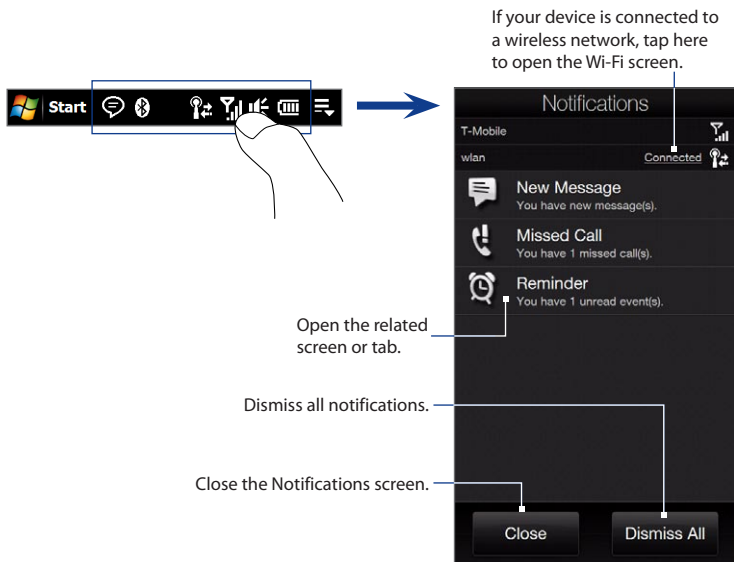
The main screen of the device is the TouchFLO™ 3D Home screen which allows finger-touch access to the most important functions such as myFaves®, text messages, e-mail, calendar, Internet, and more.

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



1.6 Notifications

When you touch or tap the icon area of the title bar, the Notifications screen opens to display your connection status and lists all your pending notifications including missed calls, new messages, and more. Touch an item on the Notifications screen to open the related screen.






















To close the Notifications screen, touch **Close** or press the BACK button.











1.7 Status Icons

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



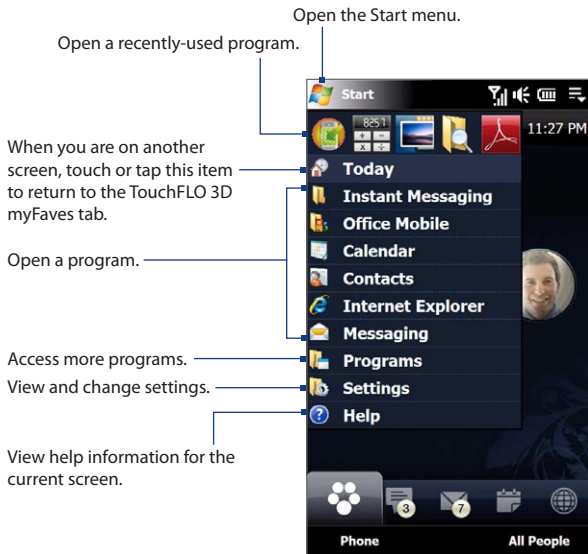
Icon	Description
	Battery charging
	Battery full
	Battery very low
	Vibrate mode
	Sound on
	Sound off
	Maximum phone signal strength
	Multiple notifications
	Missed call
	New text message; Text message notification of voice mail
	Sending picture or video message
	Receiving picture or video message
	Picture or video message sent
	Cannot send picture or video message
	New incoming picture or video message

Icon	Description
	New e-mail message
	New Windows Live™ message
	Reminder
	Wired headset connected
	Bluetooth on
	Bluetooth visible mode on
	Bluetooth stereo headset connected
	Wi-Fi is on but there are no wireless networks available
	Available wireless network(s) detected
	Wi-Fi is on and the device has connected to a wireless network
	GPRS connecting
	GPRS in use
	EDGE connecting
	EDGE in use
	HSPA/WCDMA/UMTS connecting
	HSPA/WCDMA/UMTS in use
	Connection is active
	Connection is not active
	Synchronization in progress

Icon	Description
	No phone signal
	Phone is turned off
	No phone service
	Searching for phone service
	Voice call in progress
	Speakerphone on
	Call on hold
	Calls are forwarded
	Dialing while no SIM card is inserted
	No SIM card inserted

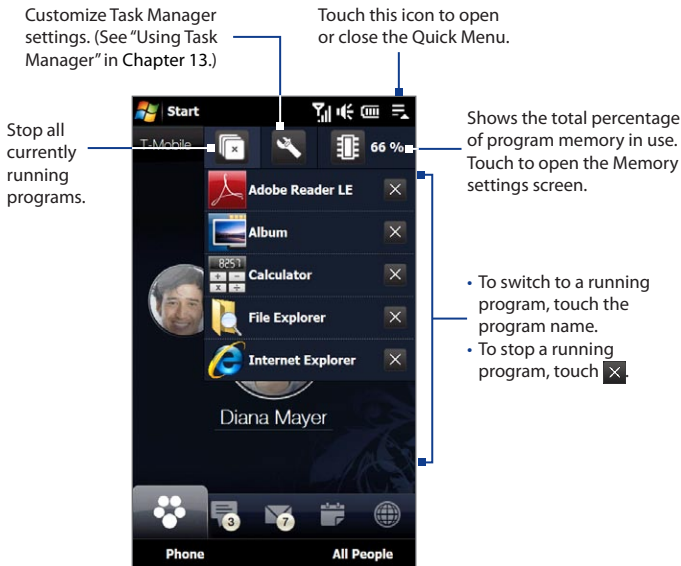
1.8 Start Menu

The Start menu, which can be opened from the top left corner of the screen, gives you access to all the programs and settings of your Windows Mobile-powered device. Touch or tap to select an item on the Start menu.



1.9 Quick Menu

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



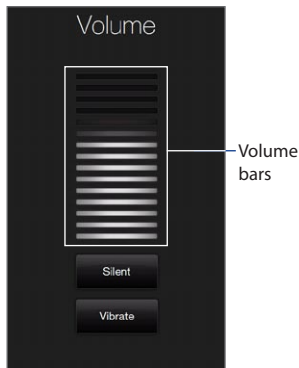
1.10 Adjusting the Volume

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

To set a single volume

1. Press the VOLUME UP/DOWN button on the left panel of your device to open the Volume screen.
2. To increase or decrease the volume level, drag your finger up or down the volume bars, or press the VOLUME UP/DOWN button. You can also:
 - Touch **Silent** to mute the volume.
 - Touch **Vibrate** to switch the device to Vibrate mode.
3. The Volume screen automatically closes. You can also tap an empty area of the Volume screen to close it.

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



To adjust the system and ring volumes separately

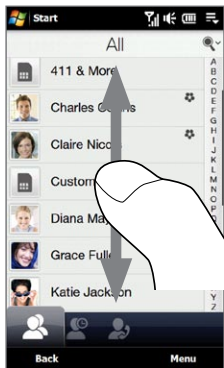
1. On the Home screen, slide to the **Settings** tab, and then touch **Sound**.
2. Turn off the **Single Volume** option.
3. Press the VOLUME UP/DOWN button.
4. To switch between the Ring Volume and System Volume screens, touch **Ring** or **System** at the top of the screen.
5. To adjust the volume level, follow steps 2 to 3 in "To set a single volume".

1.11 Using Finger Gestures

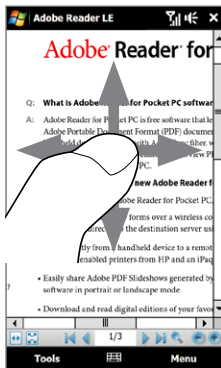
You can use finger gestures to scroll and pan on the touch screen.

Finger scrolling

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



When finger scrolling, swipe or flick your finger on the touch screen.



To scroll up and down

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

To scroll left and right

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

Finger panning

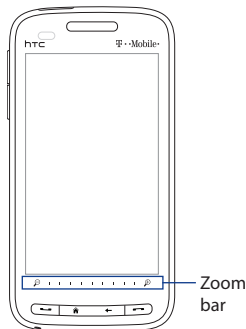
You can use finger panning to move to and view other parts of a zoomed photo, web page, document, or an e-mail. To pan, touch and hold on the touch screen and then drag your finger in any direction.



1.12 Using the Zoom Bar

The Zoom bar located below the touch screen is a handy zoom control that is unique on your device. When you are viewing a photo in Album, you can zoom in by sliding your finger from left to right across the Zoom bar, or zoom out by sliding from right to left.

What's more, you can also instantly enlarge or shrink the text size when you open and read messages or Word documents. Slide your finger from left to right across the Zoom bar to increase the text size, or slide from right to left to decrease. To increase or decrease the text size more, slide across the Zoom bar again.



For more information about using Album, see Chapter 11. For more information about viewing messages, see Chapter 6.

1.13 Connecting Your Device to a Computer

Whenever you connect your device to the computer with the USB cable, the Connect to PC screen displays and prompts you to choose the type of USB connection:

ActiveSync

Select this mode when you need to do the following:

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

For more information about using ActiveSync, see Chapter 5.

Disk Drive

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

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

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

Chapter 2


Using Phone Features

2.1 Making Calls

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

Note Your SIM card is preset with a PIN (personal identification number). For instructions on how to enable SIM PIN entry, see “Protecting your SIM card with a PIN” in Chapter 13.

Making a call from the Phone screen



To open the Phone screen, press the TALK/SEND button ().


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

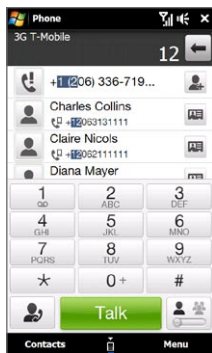
You can just enter the first letter of the name or number of a contact. Smart Dial searches for contact phone numbers and the first character of a contact name as well as from the character that appears after a space, dash, or underscore in a contact name.

To call a phone number or contact

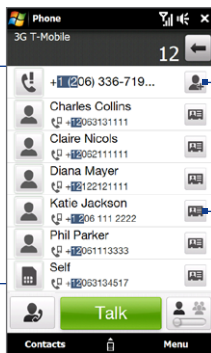
1. Begin entering the first few numbers or characters by tapping the keys on the Phone keypad. As you enter numbers or letters, the Smart Dial panel displays matches found.

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

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




Smart Dial
panel




Add the
number to
your
contacts.

Open the
contact
details.

Tap to open or close the phone keypad.

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

- Tips**
- During a call, use the VOLUME UP/DOWN button on the side of the device to adjust the phone volume.
 - To send a text message to a selected contact, touch , and then tap **Send Message**. For more information about sending text messages, see “Text Messages” in Chapter 6.

Making a call from a text message

While you are viewing a text message on the TouchFLO 3D Messages tab or in the Inbox, you can directly call the sender of the message.

1. While viewing the text message, press the TALK/SEND button.
2. The Phone screen then opens, with the sender’s phone number automatically filled in and ready to be dialed. To place the call, tap **Talk** on the Phone screen or press TALK/SEND again.

Tapping a phone number that is displayed in the body of the text message also allows you to call that number.

For more information about viewing text messages on the TouchFLO 3D Messages tab, see “Messages” in Chapter 3. For more information about working with text messages, see “Text Messages” in Chapter 6.

Making a call from an e-mail message

While viewing a received e-mail message, you can directly place a call to the sender of the message. Tapping a phone number that is displayed in the body of the e-mail message also allows you to call that number.

Note To receive e-mail, set up your e-mail account first on your device. See “Mail” in Chapter 3 for instructions.


From the TouchFLO 3D Mail tab or Inbox

When you are browsing e-mail messages on the TouchFLO 3D Mail tab or in the Inbox, you can select a received e-mail and then directly call the sender by pressing the TALK/SEND button. To call the sender, follow the same steps in “Making a call from a text message”.

For more information about browsing through e-mail on the TouchFLO 3D Mail tab, see “Mail” in Chapter 3. For more information about working with e-mail messages, see Chapters 6 and 7.

From an open e-mail

When you open a received e-mail, you can directly place a call to the sender.

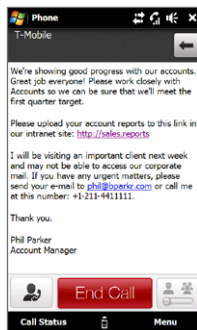
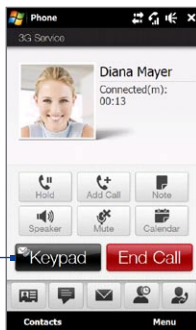
1. On the TouchFLO 3D Home screen, slide to the Mail tab.
2. Swipe your finger up or down the screen to browse through received messages. Tap an e-mail message to open it.
3. To place a call, you can do the following:
 - If the sender is a contact that is stored with a phone number on your device, tap **Talk** () that is displayed to the right of the sender name to directly dial the sender's phone number.
 - To call the phone number that is contained in the e-mail message, tap that phone number.
 - Tap the **To** or **Cc** button to open the Select Contacts to Select Contacts to Call screen, and then tap **Phone** to open the Phone screen.



Tip You can also start a conference call from the Select Contacts to Call screen. See “Starting a conference call from an e-mail” later in this chapter for details.

4. If you made a call to the sender or the phone number contained in the e-mail message, you can directly view the e-mail message on the Phone screen while the call is in progress.

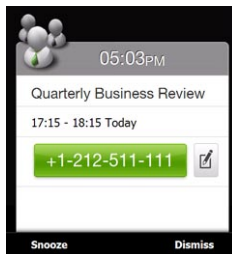
When the call is made from an e-mail message, an e-mail indicator is shown on the **Keypad** button. Tap this button to view the message directly on the Phone screen.




Making a call from a meeting request or reminder

When you receive a calendar reminder or meeting request e-mail that contains a phone number, you can tap the number to directly place the call.

For example, if you are traveling and need to join a conference bridge call back in the home office, rest assured that you can join the call without delay. Appointment reminders you receive on your device will conveniently display the phone number and PIN, ready for you to dial.



If you made a call from a meeting request e-mail, you can view the meeting details in the e-mail directly on the Phone screen while the call is in progress. An e-mail indicator is shown on the **Keypad** button (). Tap this button to view the meeting details.

Making an emergency call

Dial the emergency number (911) and then press the TALK/SEND button.

Making an international call

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

Calling voice mail

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

2.2 Answering and Ending Calls

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

Accepting or rejecting an incoming voice call

To answer a call

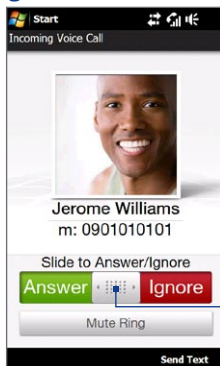
Do any of the following:

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

To reject a call

Do any of the following:

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



Center button

To mute the ringing sound

To mute the ring without rejecting the call, tap **Mute Ring** or press the VOLUME DOWN button. You can also put the device face down on a flat surface to mute the ringing sound.

To reject a call and send a text message

You can automatically send a default text message to the caller and reject the incoming voice call. Tap **Send Text** when you have an incoming call to send the text message. You can change the default text message by tapping **Menu > Options > Advanced** tab while on the Phone screen.

Using the call functions

When a call is in progress, use the call function buttons to put a call on hold, dial another contact for a phone conference, enter notes about the conversation, and more.




Call functions

Contact details.
See "The Contact
Details screen" in
Chapter 3.


To swap between two calls

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

1. Press the TALK/SEND button to accept the second call and put the first call on hold.
2. To switch between callers, tap  or tap the dim area that shows "On Hold".
3. To end the second call and return to the first call, tap **End Call** or press END on your device.

To use the speakerphone



During a call, do one of the following to turn the speakerphone on or off:

- Tap  to turn the speakerphone on. Tap this button again to turn the speakerphone off.
- Placing your device face down automatically turns on the speakerphone. To turn the speakerphone off, place your device face up.
- You can also press and hold the TALK/SEND button during a call to turn the speakerphone on or off.

Note The speakerphone icon () appears in the title bar when the speakerphone is on.

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

To mute the microphone during a call

Tap  or press the MUTE button at the back side of your device to turn the microphone on or off. When the microphone is turned off, the mute icon  appears on the screen.

To turn noise reduction on or off

When you are using the earpiece and not the speakerphone during a call, you can tap **Menu > Noise Reduction On** to reduce ambient noise if the other party cannot hear your voice clearly. When noise reduction is not needed, tap **Menu > Noise Reduction Off** to disable it and save battery power.

You can also turn noise reduction on or off in the Phone settings. Tap **Start > Settings > Personal tab > Phone > Advanced** tab and then select one of the following settings in the **Reduce noise in phone calls** drop-down list:

- **Automatically.** Analyzes ambient noise only at the beginning of a connected call and applies a certain noise reduction setting based on the detected noise. However, when you move to a noisier environment during the call, your device will not further decrease noise based on your new location.

62 Using Phone Features

- **Always.** Always reduces ambient noise during the entire course of your phone call.
- **Never.** Turns off noise reduction.


Notes

- If you want to change the noise reduction setting to **Automatically**, make sure to do this before starting a call.
- Noise reduction is not used when you have a wired or Bluetooth headset connected.

To open Notes while in a call

Tap , or pull out the stylus.


To view or create appointments during a call


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

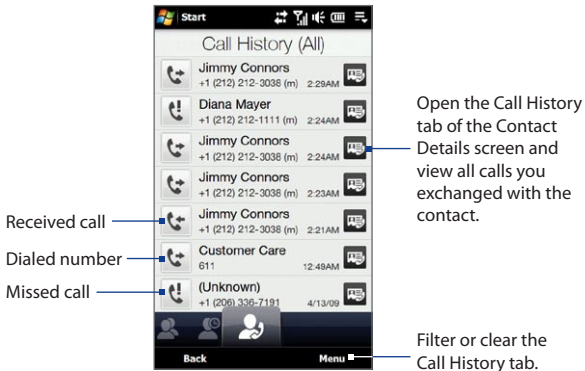
To end a call

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

2.3 Using Call History

The missed call icon  icon appears in the title bar when you missed a call. Open the Call History to check who the caller was, or view all your dialed numbers and received calls.

To open the Call History, tap any of the status icons in the title bar to open the Notifications screen and then tap **Missed Call**. You can also press the HOME button to return to the myFaves tab of the TouchFLO 3D Home screen, tap **All People**, and then tap .



If you have a long list of calls in the Call History, tap **Menu > Filter**, and then select the type of call you want to display.

2.4 Speed Dial

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

To create a Speed Dial entry

1. On the Phone screen, tap **Menu > Speed Dial**.
2. Tap **Menu > New**.
3. Tap a contact, and then select the phone number of the contact that you want to the speed dial key.
4. In **Location**, select an available key to use as the speed dial key, then tap **OK**.

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

2.5 Straight Talk™



Your device features Straight Talk™, a technology that integrates messaging, voice, and conference calling, allowing you to seamlessly transition from a message to a single call or multi-party conference call. With dual microphone and speaker that enhance voice quality and reduce noise, Straight Talk turns your device into a conference room speakerphone system.

This section shows how to make a conference call and use Straight Talk to transition from e-mail to the conference call. For more information about using Straight Talk to switch from a message to a voice call, see “Making a call from a text message”, “Making a call from an e-mail message”, and “Making a call from a meeting request or reminder” earlier in this chapter.

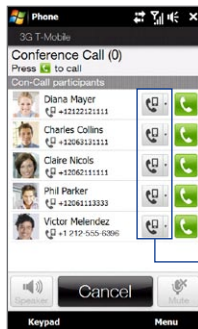
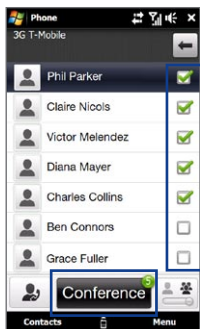
Starting a conference call from the Phone screen

There are two ways to start a conference call from the Phone screen. You can choose your participants first before starting the conference call. You can also directly dial calls and add each connected call to the conference call.

To select participants and start a conference call

1. Press the TALK/SEND button to open the Phone screen.
2. Tap  to switch the Phone screen to conference mode.
3. Tap  to close the phone keypad so you can finger-scroll and select from contacts or phone numbers.
4. Select conference call participants by selecting the check boxes of contacts or phone numbers, and then tap **Conference**.

The participants list is then displayed.




Tap these buttons if you want to choose from other stored phone numbers and use them to call the participants.



Tip To remove a participant before starting the conference call, tap **Keypad** and clear the check box of this participant.

5. Slide open the hardware keyboard so that your device will display the Conference Room screen. This is an intuitive interface that makes conference calls much easier and simpler. You can simply tap photos or buttons on the screen to dial participants, join them to your conference call, and more.






6. Tap the photo of the first participant to dial the first call.
7. When the first call is connected, tap the photo of the second participant to dial the second call. The first call is automatically put on hold.
8. When the second call is connected, tap the **Join** button () to add it to the conference call and then dial the next participant.

Repeat this same process until all participants are added and connected to the conference call.

Tip If you prefer to do the conference call in portrait view, do not slide open the hardware keyboard. When in portrait view, tap the **Talk** button () to dial each participant, and then tap the **Join** button () to add the second call and each subsequent call to the conference.

To directly dial and add each participant to the conference call

1. Press the TALK/SEND button to open the Phone screen.
2. Make the call to the first participant. See “Making a call from the Phone screen” for instructions.
3. When the first call is connected, tap  and make the call to the second participant. The first call is put on hold when you dial the second call.
4. When the second call is connected, tap  to start the conference call.

5. Slide open the hardware keyboard so that your device will display the Conference Room screen.
6. To add another participant, tap **Add Call** and make the next call. When this call is connected, tap the **Join** button () to add it to the conference call.

Repeat this same process for each subsequent call that you add to the conference call.

Tip If you prefer to do the conference call in portrait view, do not slide open the hardware keyboard. When in portrait view, tap **Invite participants** to dial a new call, and then tap the **Join** button () to add the connected call to the conference.

Managing the conference call

While a conference call is in progress, you can do the following:

To manage the conference call in landscape view

To talk in private with a participant and put the others in the conference call on hold, tap the participant's photo and then tap **Private**.



To swap between a private call and the conference call, tap the dim area or tap **Swap**.



Tap **Join** to add a private call back to the conference call.

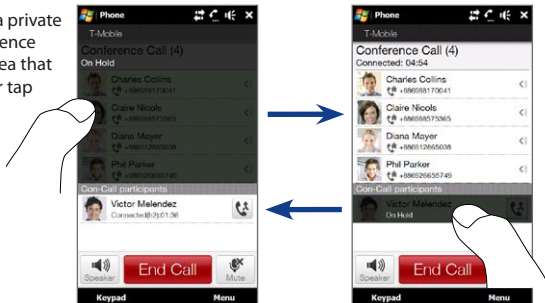
Tap **End Call** to end a private call and return to the conference call.

To manage the conference call in portrait view

Tap a participant from the conference call and then tap one of these buttons:



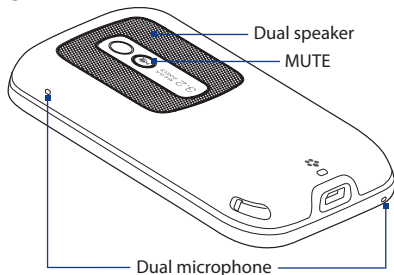
To swap between a private call and the conference call, tap the dim area that shows "On Hold" or tap **Menu > Swap**.



To turn on the speakerphone during a conference call

While a call or conference call is in progress, you can turn on the speakerphone by simply placing your device face down.

Your device provides crystal-clear sound quality and voice reception during conference calls. When the speakerphone is on, your device also enables the dual microphone to enhance your voice quality and reduce noise.



When you need to temporarily mute the dual microphone so that the conference call participants will not hear you, press the MUTE button. Press it again to unmute.

To end the conference call

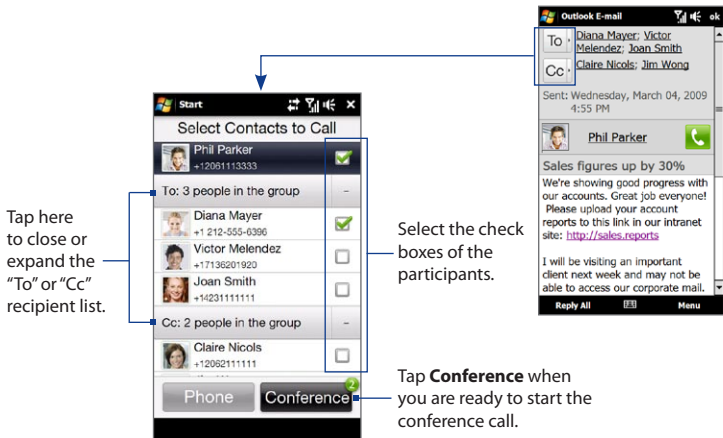
Tap **End Call** or press END.

Starting a conference call from an e-mail

From a received e-mail message, you can directly start a conference call with the sender and other recipients of the e-mail.

Note To receive e-mail, set up your e-mail account first on your device. See “Mail” in Chapter 3 for instructions.

1. On the TouchFLO 3D Home screen, slide to the Mail tab.
2. Swipe your finger up or down the screen to browse through received messages. Tap an e-mail message to open it.
3. Tap the **To** or **Cc** button to open the Select Contacts to Call screen.
4. Select the check boxes of the sender and recipients who you want to join in your conference call and then tap **Conference**.



5. Do steps 5 to 7 in "To select participants and start a conference call" to dial each participant and add each connected call to your conference call.
6. To manage your conference call, such as invite more participants, end the conference call, and more, see "Managing the conference call" in this chapter for details.

2.6 Turning the Phone Function On and Off

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

To enable or disable the phone function

1. On the Home screen, slide to the **Settings** tab and then tap **Communications**.
2. Tap the OFF/ON slider at the right side of the **Phone** option to enable or disable the phone function.

To enable or disable Airplane Mode

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

1. On the Home screen, slide to the **Settings** tab and then tap **Communications**.
2. Tap **Airplane Mode** to enable or disable Airplane Mode.

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

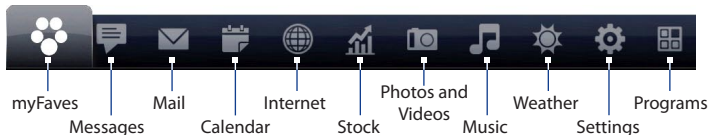
Chapter 3

TouchFLO™ 3D

3.1 Using the TouchFLO 3D Home Screen


TouchFLO™ 3D gives you touch control over your Windows Mobile-powered device. TouchFLO 3D provides a Home screen that allows finger-touch access to the most widely-used functions, such as myFaves, Messages, Mail, Calendar, Internet, and more.

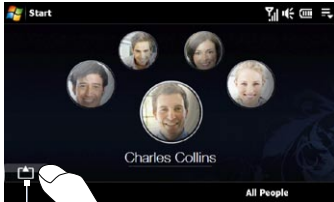
The TouchFLO 3D Home screen has the following tabs:



Note If you were not subscribed to the myFaves service, turned off myFaves in the myFaves settings, or you inserted a SIM card that is not from T-Mobile onto your device, the myFaves tab will not appear on the TouchFLO 3D Home screen. Instead, the Home and People tabs will be displayed. For more information about these two tabs, see “Home and People” in this chapter.

Displaying the TouchFLO 3D Home screen in landscape view

The TouchFLO 3D Home screen tabs are always shown at the bottom of the screen when the Home screen is in portrait view. When you slide out the hardware keyboard, the Home screen automatically changes to landscape view and temporarily hides the tabs. Touch the **Expand** button () at the bottom left side of the Home screen to display the tabs.



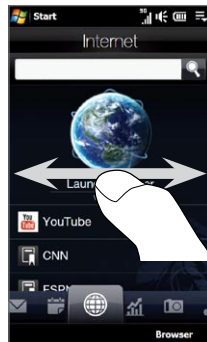
Expand button



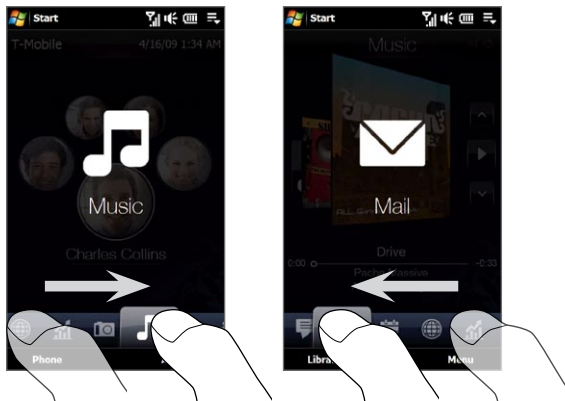
Switching between the tabs of the Home screen

To switch between the tabs, you can do any of the following:

- Touch or tap the desired tab.
- Swipe left across the screen to move to the next tab, and swipe right across the screen to move to the previous tab.



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



- When using the hardware keyboard, press the right key to move to the next tab, and press the left key to move to the previous tab.

Tip Press the END button anytime to return to the first tab of the TouchFLO 3D Home screen.

Customizing the Home screen tabs

You can rearrange the order of the tabs on the TouchFLO 3D Home screen, except for the myFaves tab. You can also hide the tabs, except for the Settings and Programs tabs.

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

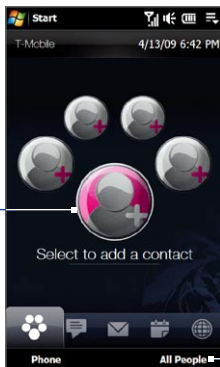
3.2 myFaves

Once you inserted your T-Mobile SIM card that has myFaves service activated on your device, the **myFaves** tab will appear on the TouchFLO 3D Home screen. You can then choose up to five stored contacts with U.S. phone numbers you call most often and add them to the myFaves tab.

Note If you already have myFaves contacts stored on the T-Mobile server, the server will send these information to your device. In this case, you do not need to manually add them again to your device. Your myFaves contacts will automatically be displayed in the myFaves tab.

From the myFaves tab, you can also access the World Clock and Alarm Clock screens, view the complete list of contacts stored on your device and SIM card, create your own contact card, add new contacts, and more.

Tap an empty circle to add a myFaves contact. See “Adding myFaves contacts” for details.



Touch the date or time if you need to change the date, time, or alarm clock settings. For more information, see “Using the World Clock and Alarm Clock” later in this chapter.

Tap **All People** to access the complete list of contacts, create your own contact card, add new contacts, and more. For more information, see “The People screen” later in this chapter.

Adding myFaves contacts

T-Mobile myFaves® helps you stay connected to the people who matter most in your life. Simply choose any five U.S. phone numbers* you call most often, on any network, and add them to the myFaves tab of the TouchFLO 3D Home screen.

To add myFaves contacts, you can create new contacts or add existing contacts from your device.

Note SIM contacts cannot be added as myFaves contacts.

To create a new myFaves contact

1. On the myFaves tab of the Home screen, tap an empty circle.
2. On the Select a Contact screen, tap **New**.
3. The New Contact Card screen then opens. Tap the photo placeholder at the upper-right side of the screen.
4. On the subsequent screen, choose how you want to add the contact photo. You can use the contact's Facebook photo if you have a Facebook account and the contact is your Facebook friend. You can also use the Camera to take a photo of your contact, select an existing photo of the contact, or choose a preset myFaves icon.
5. On the New Contact Card screen, enter the contact name, phone number, and other details.
6. When done, tap **OK**.

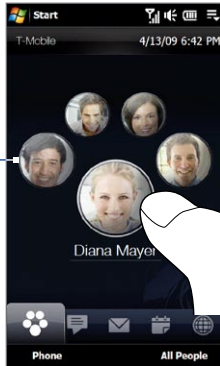
To add a stored contact as your myFaves contact

1. On the myFaves tab of the Home screen, tap an empty circle.
2. Scroll through the contacts list and then tap the desired contact.
3. The Edit Contact Card screen then opens. You can make changes to the contact details on this screen before adding the contact to myFaves.
4. When you have finished editing, tap **OK**.
5. A message is then displayed, confirming about the phone number to use for your myFaves contact. Tap **Yes** to use the displayed number.

To call a myFaves contact

On the myFaves tab, select and drag the desired myFaves contact to the front and then press TALK/SEND to call this contact.

Tap a myFaves contact to open the contact details. You can then choose to send a text or instant message to the contact, or edit contact details.



Drag your finger clockwise or counterclockwise to rotate the myFaves wheel on the screen and bring a myFaves contact to the front. Press TALK/SEND to call this contact.

To replace a myFaves contact

1. On the myFaves tab, tap the contact you want to replace.
2. Tap **Menu > Replace Contact** and then create a new contact or select an existing contact.

- Notes**
- Make sure to check the terms of your myFaves plan and find out how frequently you can replace myFaves contacts.
 - Adding or replacing a myFaves contact may take several minutes. You may continue using your device while waiting for the update to be completed. You will receive a confirmation text message when the myFaves contact has been successfully added or replaced. If the change is not accepted, you will also receive a text message explaining why the change cannot be made.

To change myFaves settings

On the TouchFLO 3D Home screen, slide to the Settings tab and then tap **myFaves**. You can select the following options:

- **Display**

Set the myFaves tab to always display myFaves contacts, minimize them, or turn the myFaves display off.

If you choose to minimize the myFaves contacts, these contacts will temporarily be hidden after a certain time-out period. To display the myFaves contacts again, tap **Show** at the bottom-left side of the myFaves tab.

Note When myFaves contacts are minimized in the myFaves tab, pressing TALK/SEND allows you to open the Phone screen without directly dialing a myFaves contact.

If you choose to turn off the myFaves display, the myFaves tab will not appear on the TouchFLO 3D Home screen. Instead, the Home and People tabs will be displayed. For more information about these two tabs, see “Home and People” in this chapter.

- **Browse myFaves Icons**

Browse through available myFaves icons on the T-Mobile web site and download the desired icon to your device for use.

Note Separate purchase/download charges may apply.

- **Refresh myFaves**

Update the myFaves tab with the most recent changes.


To find more information about myFaves

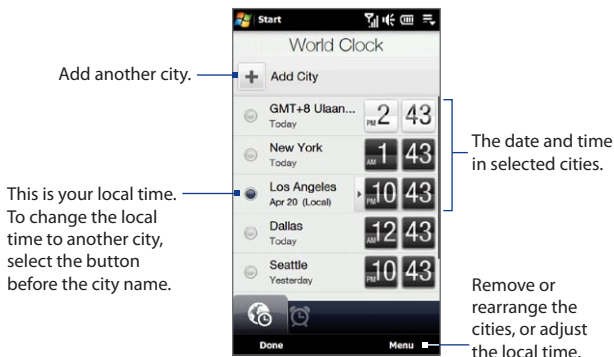
For more information about the benefits of using T-Mobile myFaves and how to subscribe to this service, visit <http://www.t-mobile.com>.

Using the World Clock and Alarm Clock

On the myFaves tab, tap the date or time to access the World Clock and Alarm Clock screens. Tap the tabs at the bottom of the screen to switch between the World Clock and Alarm Clock screens.

Tip The World Clock can have up to 10 cities.

On the **World Clock** tab (), you can select the city where you are located so that the date and time display will be accurate. You can also add, remove, or rearrange cities on this tab.



To change your local time, date and time zone


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

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

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

7. Tap **Done**.

Note When you synchronize your device with your computer, the time on your device is updated with the time on your computer.

Tap the **Alarm Clock** tab () to open the Alarm Clock screen. You can set up to three alarms on this tab.

Touch an alarm time to open the Set Alarm screen and set the time and days when to sound the alarm clock.



Touch the OFF/ON slider to turn an alarm on or off.

To set an alarm

- On the Alarm Clock tab, touch an alarm time.
- On the Set Alarm screen, adjust the alarm time (hour and minutes), then tap the day of the week for the alarm.

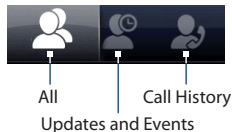
Tip Select multiple days by tapping each desired day. Tap a selected day to exclude it from the alarm.

3. Enter the alarm description, select the alarm ring tone, then choose whether you want the device to vibrate when the alarm goes off.
4. Tap **Done**.
5. On the Alarm Clock tab, tap the OFF/ON slider to turn on the alarm.

Note When an alarm goes off, you have the choice to **Snooze** or **Dismiss** the alarm. When you select **Snooze**, the alarm will sound again after 5 minutes.

The People screen

On the myFaves tab, touch **All People** to display the People screen where you can view and manage all your contacts. The People screen has these tabs: **All**, **Updates and Events**, and **Call History**.




Note The way to switch between tabs on the People screen is just the same as the way you switch tabs on the main Home screen. See “Switching between the tabs of the Home screen” earlier in this chapter.

Tab	Functions
All	<p>Lists all contacts on your device and on the SIM card. This tab lets you create, delete, or edit a contact, or save a contact to your SIM card using SIM Manager. Touch a contact to open the Contact Details screen. You can also use this tab to open or update My Contact Card.</p> <p>Tip If you imported SIM contacts to your device and duplicated contacts are displayed, tap Menu > View > Contacts to filter and display only contacts stored on your device.</p>

Tab	Functions
Updates and Events	Displays notifications when there are updates that occurred in Facebook. This tab also shows events of your stored contacts. See “Facebook updates and events” in this chapter for details.
Call History	Lists all your dialed numbers, and received and missed calls. See “Using Call History” in Chapter 2.

Browsing your contacts list

The **All** tab () of the People screen lists all your contacts. Swipe upward or downward on the screen to scroll through your contacts. You can also use the search box or the Quick Scroll bar to search for contacts on your device.

Create a new contact.
(See “Creating new contacts” for details.)

Edit My Contact Card
(See “Setting up My Contact Card” for details.)

This is a SIM contact.

This icon indicates that the contact is a myFaves contact.

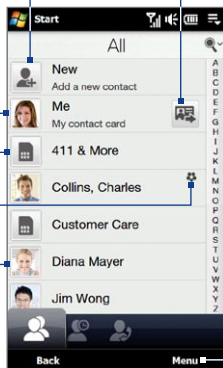
Tap a contact to open his or her contact details screen.
(See “The Contact Details screen” for details.)

Tap to send your contact information as an attachment in a multimedia message.

Show or hide the search box. Use the search box to search contacts on your device.

Quick Scroll bar. Touch and hold, and then slide your finger downward.

From the menu, choose to add a new contact, delete contacts, filter the contacts list, and more.



Note When you slide open the hardware keyboard and the screen switches to landscape view, the **All** tab automatically displays the search box. You can use the hardware keyboard to enter and search for a contact.

Setting up My Contact Card

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


1. On the myFaves tab, tap **All People**, and then tap **Me** on the All tab.
2. When the My Contact Card screen appears, enter your first and last name, mobile phone number, e-mail address, and other details in the fields provided. Scroll down the screen to view more fields.
3. If you have a Facebook account, you can link your contact card to Facebook. Tap **Link** at the bottom of the screen. When the Facebook Login screen is displayed, enter the e-mail address and password that you use for your Facebook account, and then tap **OK**.

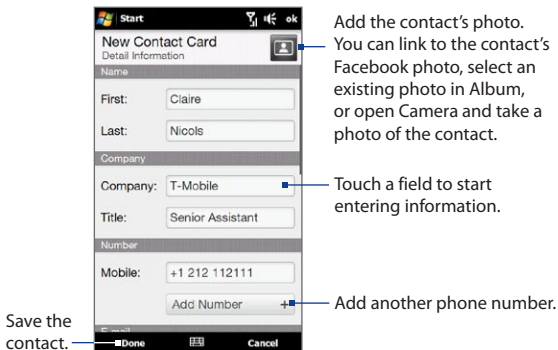
The Link Profiles window then opens. Select the Facebook information that you want to save to your contact card, such as your photo and birthday, and then tap **Done**.

4. If you do not have a Facebook account, you can manually add your photo to your contact details. Tap the square-shape icon on the upper-right corner of the My Contact Card screen, and then choose whether to open Album to select an existing photo or use Camera to take a self-portrait photo.
5. When finished entering your contact details, tap **OK**.

Creating new contacts

When creating a new contact, you can specify one or more phone numbers and e-mail addresses, and add important dates such as the birthday and anniversary dates of the contact. You can also add a picture and assign a ring tone to the contact.

1. On the myFaves tab, tap **All People**.
2. The People screen then opens and displays the All tab (). Tap **New** to create a new contact.
3. The New Contact Card screen then opens. Enter the contact information in the fields provided and then tap **Done** or **OK**.



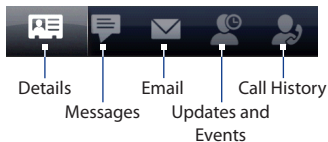
Tips

- To link with the contact's Facebook account, scroll down the New Contact Card screen and then tap **Link** in the Facebook section. For more information about Facebook, see "Facebook updates and events" in this chapter.
- Tap **More** at the bottom of the New Contact Card screen to enter additional contact information from Windows Mobile's Contacts program. See "Contacts" in Chapter 12 for details.

The Contact Details screen

When you tap a contact in the All tab of the People screen or tap a myFaves contact in the myFaves tab, the Contact Details screen opens. From this screen, you can view the contact's details, exchange of messages and calls with the contact, and more.

The Contact Details screen has these tabs: **Details, Messages, Email, Updates and Events,** and **Call History.**



Note The way to switch between tabs on the Contact Details screen is just the same as the way you switch tabs on the main Home screen. See “Switching between the tabs of the Home screen” earlier in this chapter.

Tab	Functions
Details	Shows a contact's details. From this tab, you can call or send a text or e-mail message to the contact, edit or delete the contact information, or save the contact to your SIM card.
Messages	Displays exchanged text and multimedia messages with the contact. You can also reply with a text message directly on this tab.
Email	Displays all received e-mail messages from the contact.
Updates and Events	Displays notifications when the contact has updates on his or her Facebook account. This tab also shows events of the contact. See “Facebook updates and events” in this chapter for details.
Call History	Lists all your incoming, outgoing, and missed calls to and from the contact. This tab also lets you call the contact. See “Using Call History” in Chapter 2 for details.


Facebook updates and events

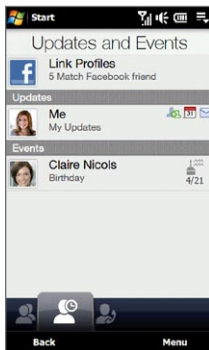
If you and your stored contacts have Facebook accounts and you linked to Facebook when you were creating My Contact Card, you can easily check which of your contacts have updates that occurred in Facebook. The types of Facebook updates include changes in profile information and status as well as new photos added to the Facebook album.

You can also easily check which contacts have events that occur on the current day. The types of events include the birthday and anniversary, if specified and stored on the contact details, as well as events that are created in Facebook.

To check which contacts have Facebook updates and events

You can check for Facebook updates and events of contacts from one convenient location, which is on the Updates and Events tab of the People screen.

1. On the myFaves tab of the Home screen, tap **All People**, and then tap the Updates and Events tab ().
2. If you have not linked your stored contacts to Facebook, the Updates and Events tab will show a **Link Profiles** option. Tap this option, choose which contacts you want to link to Facebook, and then tap **Next**.

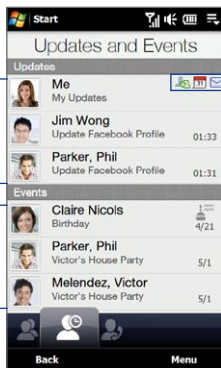


On the Link Profiles window, select or clear the Facebook information that you want to link, and then tap **Done**.

4. In the **Updates** list, when you tap a contact who has only one type of Facebook update, Internet Explorer Mobile opens and brings you to your Facebook site where you can view details of the contact's Facebook update. When you tap a contact who has multiple Facebook updates, the Contact Details screen opens and displays the Updates and Events tab of this contact. See "To check a single contact's Facebook updates and events" for details.
5. In the **Events** list, tap a contact to send a greeting via a text message to the contact or view the contact details. If an event is a Facebook event, tap it to open Internet Explorer Mobile and view information about that event.

Displays you and the contacts who have updates in Facebook.

Lists contacts who have current events or Facebook events.



These Facebook icons (from left to right) indicate that you have:


- Friend request
- Event invitation
- E-mail message in your Facebook inbox

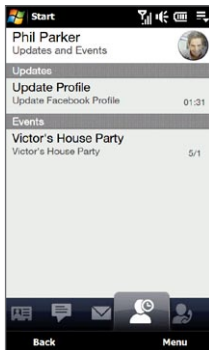
Tap **Me** to open Internet Explorer Mobile and access your Facebook account.

- Notes**
- To manually refresh and display the latest Facebook updates, tap **Menu > Update Now**.
 - To enable the Facebook updates to be refreshed automatically, tap **Menu > Data Connection Setting** and then select the **Download data automatically**. The refresh is not instant. Your device checks from Facebook in a fixed time period.

To check a single contact's Facebook updates and events

To check only for a single contact's Facebook updates and his or her events, access the Updates and Events tab from the Contact Details screen.

1. On the myFaves tab, tap **All People** to open the People screen.
2. Tap a contact to open the Contact Details screen.
3. Tap the Updates and Events tab () .
4. If you have not linked the contact to Facebook, the Updates and Events tab will show a **Link Profiles** option. Tap this option, then on the Link Profiles window, select or clear the Facebook information that you want to link and tap **Done**.
5. In the **Updates** list, tap a Facebook update to open Internet Explorer Mobile and access Facebook so you can view details of that update.
6. In the **Events** list, tap an event to send a greeting via a text message to the contact or view the contact details. If it is a Facebook event, tap it to access your Facebook site and view information about that event.



To change your status in Facebook

You can change your status in Facebook directly from your own contact card.

1. On the All tab of the People screen, tap **Me** to open My Contact Card.
2. Scroll to the bottom of the screen and then tap the button that displays your status.
3. Enter your new status and then tap **OK**.

To log out from Facebook

To log out from your Facebook account, open My Contact Card, scroll to the bottom of the screen, and then tap the message that says “Tap to logout”.

To connect back to Facebook

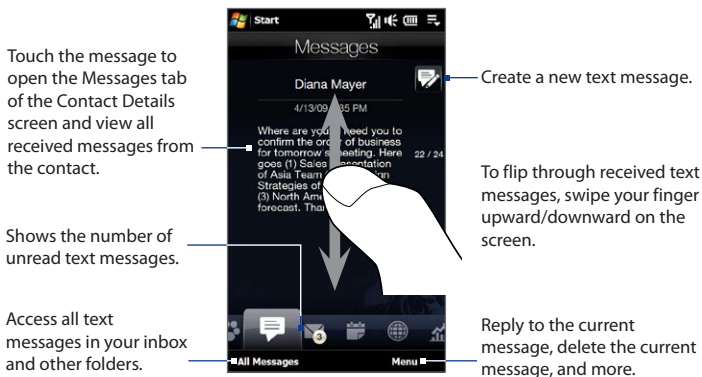
Do one of the following:

- Open My Contact Card, scroll to the bottom of the screen, and then tap the message that says “Login to my facebook”.
- On the Updates and Events tab of the People screen, tap **Link**.
- On the Updates and Events tab of a single contact, tap **Link Profiles**.

On the Facebook Login screen, enter the e-mail address and password that you use for your Facebook account.

3.3 Messages

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



For more information about working with text messages, see “Text Messages” in Chapter 6.

Making calls or sending e-mail directly from a text message

While reading a text message on the Messages tab, you can directly call the sender of the text message. When you have opened a received text message, you can place a call to the phone number or send e-mail to the e-mail address that is contained in the message.

For more information about directly making calls and sending e-mail while viewing text messages, see Chapter 6.

3.4 Mail

The **Mail** tab is where you send and receive e-mail messages.

Adding an Internet e-mail account

From the Mail tab, you can easily add web-based e-mail accounts such as Yahoo! Mail, AOL/AIM Mail, and more.

1. On the Home screen, slide to the Mail tab.
2. If this is your first time to add an e-mail account, tap **New Account** at the bottom-right of the screen.

Otherwise, tap **Menu > Accounts > New Account**.

3. The Select Account screen appears. Select **AOL/AIM Mail**, **Yahoo! Mail**, or **Gmail** and then simply enter your e-mail address and password.

If you select Windows Live Mail, sign in using your Windows Live ID. See Chapter 8 for details.



For more information about adding e-mail accounts, see Chapter 6.

For more information about setting up your Outlook e-mail account that connects to the Exchange Server, see Chapter 7.

Checking and reading e-mail messages

The icon on the Mail tab and the respective icons of your e-mail accounts show the number of newly received or unread e-mail messages. Select an e-mail account and then swipe your finger up or down on the center screen to browse through received e-mail messages.

- To browse through received e-mail messages, swipe up or down on the envelope image.
 - Touch the e-mail on the screen to open and read the message.
- Access all e-mail messages of the currently selected account.



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

To select an e-mail account:

- Touch an e-mail account icon to view the e-mail messages in that account. Or,
- Touch and hold the icon of the e-mail account that is currently displayed, then slide upward or downward until the desired e-mail account is selected.

From the menu, choose to add another e-mail account, send and receive e-mails, and more.

For more information about creating and sending e-mail messages, see Chapters 6 and 7.

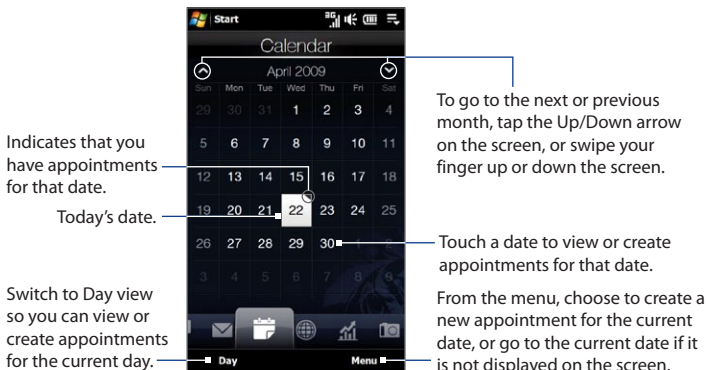
Making calls directly from an e-mail message

You can directly call the sender of the e-mail message that is currently shown on the Mail tab. When you have opened a received e-mail message, you can place a voice call or conference call to the other recipients of the e-mail.

For more information about directly making voice calls and conference calls while viewing e-mail messages, see Chapters 2 and 6.

3.5 Calendar


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



To create an appointment

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

To view and manage your appointments

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

1. Touch a date on the calendar to switch to Day view. The screen displays all your appointments and the weather information for that day.

Note The weather information appears only if you have set your local time to a city on the World Clock tab, and if the appointment date is within the 5-day forecast on the Weather tab. See “Using the World Clock and Alarm Clock” and “Weather” in this chapter for details.

2. Touch an appointment to view its details. On the appointment details screen, touch **Menu** to edit, send, or delete the appointment.
3. Touch **OK** to return to Day view.



To use Windows Mobile Calendar

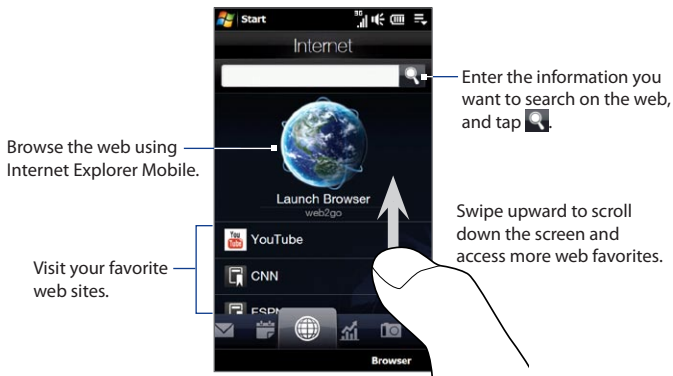
You can also use the Windows Mobile Calendar program to create, view, and send appointments. To open the Calendar program, tap **Start > Calendar**.

For basic information about using Windows Mobile Calendar, tap **Start > Help** while you are on the Calendar program screen.

For complete information about using this program, refer to the Help & How-To topic about Calendar on the Windows Mobile web site at the following URL:
<http://www.microsoft.com/windowsmobile/en-us/help/more/manage-time.mspx>

3.6 Internet

On the **Internet** tab, you can directly enter keywords and search information on the web. The web browser that is used is Internet Explorer Mobile.



For more information about using Internet Explorer Mobile, see Chapter 8.

3.7 Stock


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

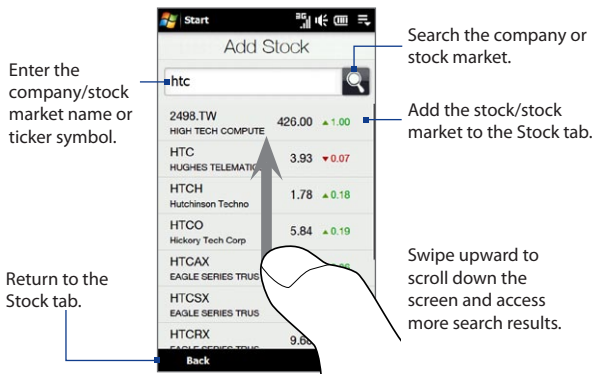
Note Additional charges may apply when downloading stock or stock market information.

To add a stock or stock market quote

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

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

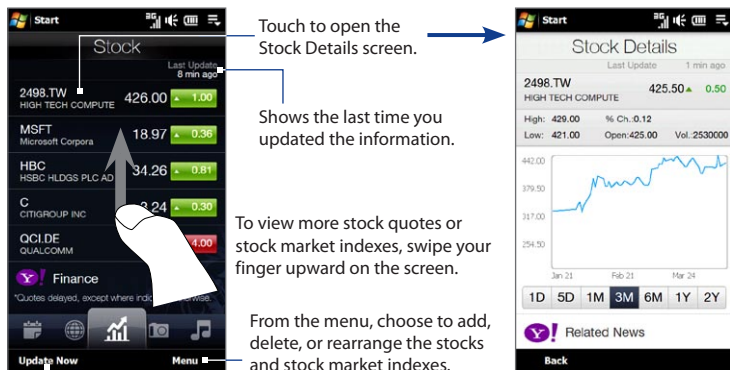
2. On the Add Stock screen, enter the company name, stock market index, or ticker symbol in the search box, and then tap .



3. Tap the company name, stock market index, or ticker symbol to display it on the Stock tab.
4. To add another stock quote or stock market index, touch **Menu > Add Stock** on the Stock tab, then repeat steps 2 to 4.

To view stock quotes or stock market indexes

The Stock tab lists all your stock quotes and stock market indexes including the current price or volume, and the change in price or volume from the previous trading day. The change in price or volume box indicates whether the stock or stock market has gained (green) or declined (red).



2498.TW HIGH TECH COMPUTE	426.00 ▲ 1.00
MSFT Microsoft Corpora	18.97 ▲ 0.36

Current trading price or volume

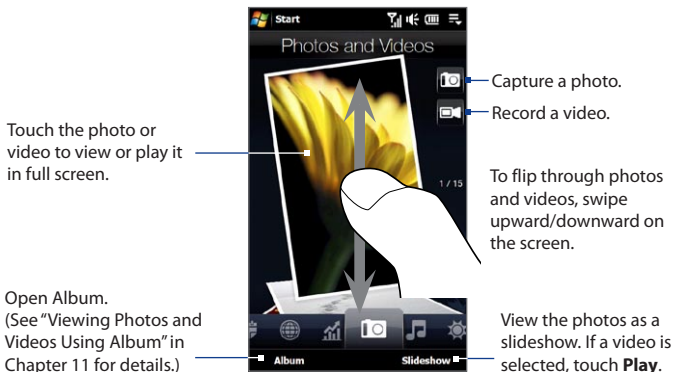
Tap to switch between showing the change in points/price or percentage from the previous trading day.

To set the stock or stock market information download

1. On the Stock tab, touch **Menu > Settings**.
2. You can choose from the following download options:
 - **Download data automatically.** When selected, stock and/or stock market index data is automatically downloaded from the Yahoo! Finance web site at the interval you specified.
You can also update information every time an ActiveSync connection is established. Clear this option if you prefer to manually download stock and/or stock market index information.
 - **Download data when roaming.** Select this option only if you want to automatically download stock and/or stock market index information when roaming. This may incur additional data charges.

3.8 Photos and Videos

The **Photos and Videos** tab lets you flip through your photos and video clips and view them in full screen. From this tab, you can also open Camera and capture pictures and record videos.



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

To set an album as a Favorite

1. On the Photos and Videos tab, touch **Album**.
2. Touch **Albums** and then select one of the listed favorite albums.
3. Tap **Menu > Set Album as Favorite** and then tap **OK** on the confirmation screen.

Tips

- For more information about viewing in full screen, see “Viewing photos” and “Playing videos” in Chapter 11. The file formats that can be viewed on the Photos and Videos tab are the same as in Album.
- To transfer media files from a computer and view them on the Photos and Videos tab, copy or synchronize them to a folder under **\My Device** (the device memory) or **\Storage Card** (if a microSD card is installed).

3.9 Music

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

**Note**

Your device searches for all supported music files from the following locations:

- Device: \My Music (including all subfolders)
- \My Documents (including all subfolders)
- Storage Card: \Storage Card (including all subfolders)

For information about supported music file formats, see “Specifications” in the Appendix.

To play music

On the Music tab, flip through albums and tracks to find the music you want to start listening to, and then touch the **Play** icon.

To move forward or backward in the current music track

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



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

To set repeat and shuffle modes

Touch **Menu > Repeat** and choose whether to repeat the current track, repeat all tracks in the current album or playlist, or not to repeat. To turn shuffle mode on or off, touch **Menu > Shuffle** and then select **Shuffle On** or **Shuffle Off**.

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



Repeat [One]



Repeat [All]



Shuffle [On]

To browse and play music in the Library

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

1. On the Music tab, touch **Library** to open the Library screen.
2. The tabs at the bottom of the Library screen correspond to the different categories. To browse music under a certain category, slide to the tab that corresponds to the desired category.
3. Keep tapping an item on a category tab (for example, an artist) until the music tracks display on the screen.
4. Tap a music track to play it.



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

To create and use a playlist

1. Select the desired music on the Music tab or the Library to play it.
2. On the Music tab, touch **Menu > Add to Playlist**.
3. Touch **Create new playlist**, enter the **Playlist Name** and then touch **OK**.
4. On the Music tab, touch **Library**, slide to the **Playlists** tab, then touch a playlist to open it.
5. Touch the plus icon, or touch **Menu > Add Songs**, then slide to the **All Songs** tab.
6. Select the check boxes of the music tracks you want to add to the playlist, or touch **Menu > Select All** to choose all tracks.
7. Touch **OK** to add the tracks to the playlist.
8. When finished adding songs, touch **Back** to return to the Playlists tab.
9. On the Playlists tab, touch a playlist to open it.
10. Touch the first track in the playlist to play it on the Music tab. After each track, the next one in the playlist will be played.

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

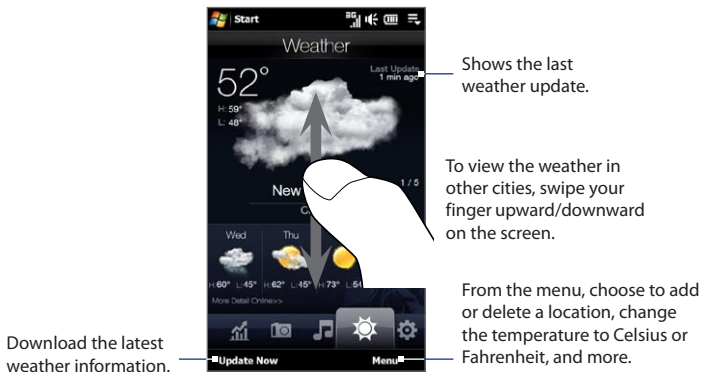
There are two types of playlists that can be shown on the Playlists tab:

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

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

3.10 Weather

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



Your device automatically connects to the Internet to download and display weather information. The current temperature, temperature range, type of weather (sunny, cloudy, showers, or others), and the weather information for the next four days of the week are shown on the Weather tab.

To add a city

1. On the Weather tab, touch **Menu > Add Location**.
2. The Select Country screen then appears. Flick your finger on the screen or use the Quick Scroll bar on the right of the screen to scroll through the country list. Touch the desired country to select it.

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

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

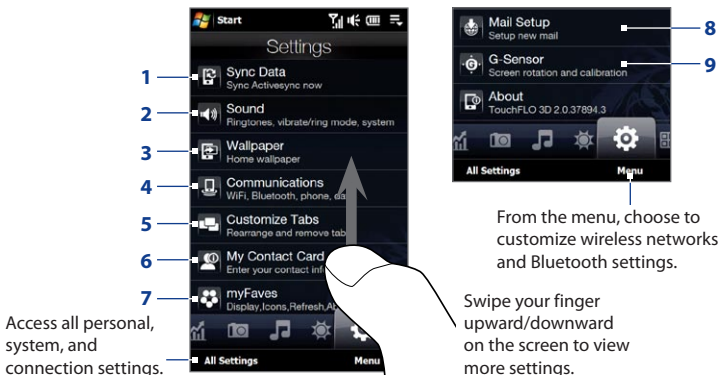
To choose download options

1. On the Weather tab, touch **Menu > Settings**.
2. You can choose from the following options:
 - **Download weather automatically.** When this option is selected, weather information is automatically downloaded whenever you select the Weather tab, if the data has not been updated within the last three hours. Weather data is also downloaded every time an ActiveSync connection is established.
Clear this option if you prefer to manually download weather information.
 - **Download weather when roaming.** Select this option only if you want to allow automatic download of weather data when roaming. This may incur additional data charges.

Note Additional charges may apply when downloading weather data.

3.11 Settings

The **Settings** tab gives you access to all the device settings.

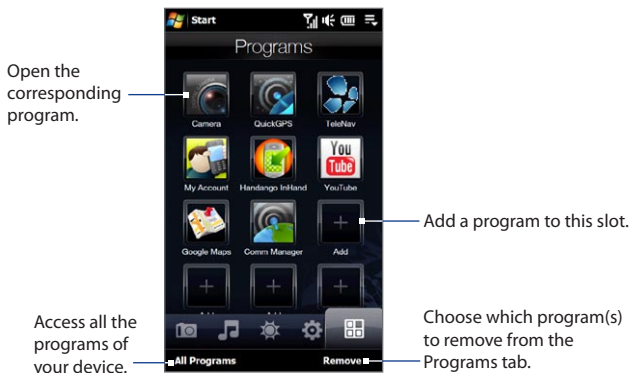


- 1 Open ActiveSync and sync Outlook information. See Chapter 7 for details.
- 2 Adjust the audio settings and sound profile. See “Ringer settings” in Chapter 13 for details.
- 3 Change the background wallpaper of the myFaves tab (or the Home tab, if myFaves is turned off).
- 4 Manage the communication features of your device. See “Using Comm Manager” in Chapter 13 for details.
- 5 Move or hide the TouchFLO 3D tabs. See “Customizing the Home Screen tabs” earlier in this chapter.
- 6 Set up My Contact Card. See “Setting up My Contact Card” in this chapter.
- 7 View or change myFaves settings. See “To change myFaves settings” in this chapter.

- 8 Open the Select Account screen and set up an Internet or Exchange Server e-mail account. For more information about setting up an Internet e-mail account, see "Mail" earlier in this chapter and Chapter 6. For more information about setting up your Outlook E-mail account that connects to the Exchange Server, see Chapter 7.
- 9 Enable or disable auto screen rotation or calibrate the device's G-Sensor.

3.12 Programs

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



When you have filled up the screen with programs, scroll down to access more empty slots and add more programs. To scroll down, touch and hold on the screen and then drag your finger upward. The Programs tab can contain up to 24 programs. To scroll back up, touch and hold on the screen and then drag your finger downward.

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

3.13 Home and People

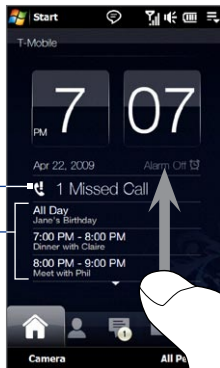
If you were not subscribed to the myFaves service, turned off myFaves in the myFaves settings, or you inserted a SIM card that is not from T-Mobile onto your device, the myFaves tab will not appear on the TouchFLO 3D Home screen. Instead, the **Home** and **People** tabs will be displayed.

Home

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

Open the Call History and check the missed call.
(See “Using Call History” in Chapter 2 for details.)

Open the appointment details screen where you can view, edit, or delete the appointment.



Touch the clock to access the World Clock and Alarm Clock screens where you can change the date, time, and alarm clock settings. (See “Using the World Clock and Alarm Clock” in this chapter for details.)

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

People

On the **People** tab, you can add favorite contacts and quickly make calls or send text and e-mail messages to these contacts.

You need to have contacts already stored on your device before you can add them as favorite contacts on the People tab. If there are no existing contacts, create them first on your device. For more information about creating contacts, see “Creating new contacts” in this chapter.

To add favorite contacts

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


Note SIM contacts cannot be added as favorite contacts.

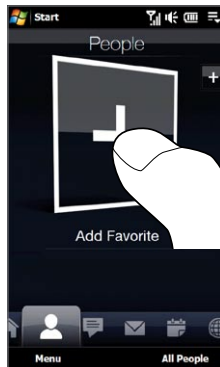
1. On the People tab, touch one of the plus (+) icons, or touch **Add Favorite**.
2. On the Select a Contact screen, touch the name of the desired contact.

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

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

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

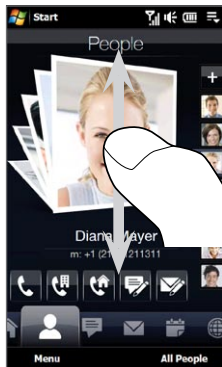
4. To add another favorite contact, touch the small plus icon () at the right side of the screen and repeat steps 2 and 3.



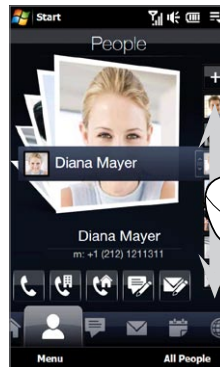
To find a favorite contact in the People tab

Do any of the following:

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



Swiping upward/downward on the screen



Using the picture strip

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


To communicate with your favorite contact

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

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



The icons shown depend on available contact information.

For example, () is shown if the contact information includes a home phone.

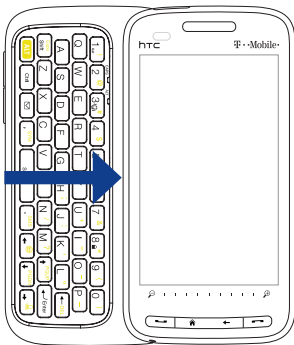
- Touch the picture of the favorite contact on the center screen to open the Contact Details screen, and then choose how to communicate with the contact. See "The Contact Details screen" in this chapter for details.

Chapter 4

Entering Text

4.1 The Hardware Keyboard

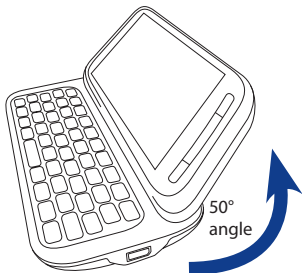
Your device comes with a QWERTY keyboard, which is similar to a standard keyboard on a computer. To use the keyboard, slide the screen panel to the right to reveal the keyboard.



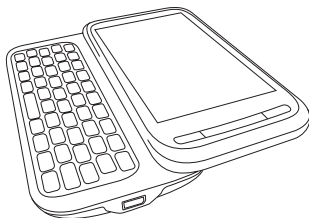
The screen orientation automatically switches to landscape mode when the keyboard is opened.

Adjusting the LCD screen angle

After sliding out the hardware keyboard, you can adjust the angle of the device screen to minimize glare and reflection.



The maximum tilting angle of the screen is 50 degrees. Do not force the screen to tilt further than the maximum tilting angle as it will break the device.



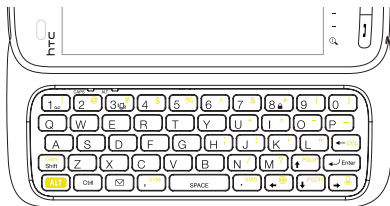
Before you retract the screen, please be sure to adjust the screen angle back to the original horizontal position.

















Using the hardware keyboard

You can do the following with the hardware keyboard:

- To type lowercase letters and numbers, press the keys using your thumbs or fingers.
- To enter all uppercase letters, press **Caps Shift** twice, or press **ALT** first and then press **Caps Shift**.

To change back to all lowercase letters, press **Caps Shift** again.






- To enter a single uppercase letter, press  and then press the corresponding key.
- To enter the symbol or punctuation mark, or launch the program that is printed at the upper right corner of a key, press , then press the corresponding key.
- To open the Symbol Pad, press  and then press .
- Press  to insert a hard return while typing.
- Press the arrow keys  /  /  /  for directional movement.
- To delete the character to the right of the blinking cursor, press  first and then press . To delete the previous character, press .
- Press  to open the Messaging program.
- Press  and then  to open your text/multimedia messaging account.
- Use  the same way as you use the Control key of a computer keyboard. For example, when you are editing a Word document, you can do the following with this key:

Press...	To...
Ctrl + A	Select all
Ctrl + B	Bold
Ctrl + I	Italics
Ctrl + U	Underline
Ctrl + C	Copy

Press...	To...
Ctrl + X	Cut
Ctrl + V	Paste
Ctrl + Z	Undo
Ctrl + Y	Redo
Ctrl + Q	Exit

Note Not all of the Ctrl key shortcuts may be supported in certain programs.

When you are not on a text entry or editing screen, you can do the following:

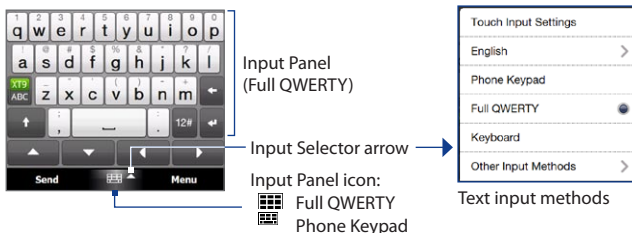
- Press and hold  to dial voicemail.
- Press and hold  to enable vibration mode. Press and hold again to disable.
- Press and hold  to lock the button controls, except for POWER.

4.2 On-screen Input Methods

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

Tap the **Input Selector** arrow (next to the **Input Panel** icon) to open a menu where you can select a text input method and customize input options. After selecting a text input method, the corresponding **Input Panel** is displayed, which you can use to enter text.

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



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

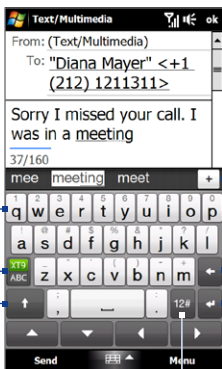
4.3 Using the Full QWERTY

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

- Tap to enter letters or symbols.
- Tap and hold to enter the punctuation mark, symbol, or number at the top of a key.

Tap to toggle between using **Normal** or **Predictive** mode.

- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.



Displays the word candidate list in predictive mode. Tap a word to insert it into your text. Tap **+** to add a word to the XT9 dictionary.

Tap to delete the previous character.

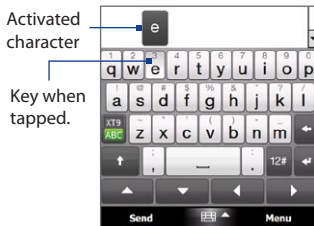
Tap to create a new line.

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

To enter text using the Full QWERTY

1. Start a program that accepts text input, such as Word Mobile.
2. Tap the **Input Selector** arrow, then tap **Full QWERTY**.
3. Start tapping keys on the keyboard to enter your text.

As you tap the keys, the activated character displays on top of the key.



To learn how to enter text using Predictive mode, see “Using Predictive Mode” in this chapter.

To enter accented characters

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



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

- When you have selected the character, release your finger to enter it.

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

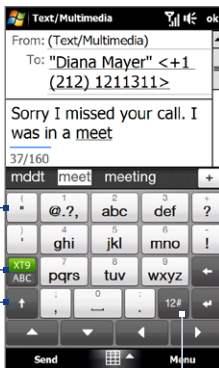
4.4 Using the Phone Keypad

The **Phone Keypad** is an on-screen keypad that has a layout similar to mobile phone keypads, plus some additional keys. The Phone Keypad has large keys and enhanced input features such as predictive text input, which make it faster for you to enter text in your messages and documents.

- Tap to enter letters or symbols.
- Tap and hold to enter the punctuation mark, symbol, or number at the top of the key.

Tap to toggle between using **Normal** or **Predictive** mode.

- Tap to enter an uppercase letter.
- Tap twice to turn on Caps Lock.




Displays the word candidate list in Predictive mode. Tap a word to insert it into your text. Tap **+** to add a word to the XT9 dictionary.

Tap to delete the previous character.

Tap to create a new line.

Tap to open a keyboard layout that lets you easily enter numbers, symbols, and accented characters. See “Using Numeric and Symbol Mode” for details.

To enter text using the Phone Keypad


1. Start a program that accepts text input, such as Word Mobile.
2. Tap the **Input Selector** arrow, then tap **Phone Keypad**.
3. When in multitap mode (), enter a character by tapping a key until the desired character is displayed on the screen. As you tap the keys, the activated key displays just above the tapped key.
 - To enter the first letter that shows on a key, tap the key once. To enter the second letter, tap twice, and so on.
 - To enter a punctuation mark, symbol, or number that appears at the top of a key, tap and hold the key.

Note You can also use the Predictive text input mode in Phone Keypad. For more information, see “Using Predictive Mode” in this chapter.

4.5 Using Predictive Mode

XT9 is a predictive text input mode which displays a word candidate list as you enter the first few characters so you just select the word that you want.



To enter text using Predictive mode

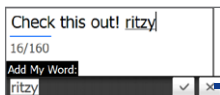
1. Make sure that the input mode is set to XT9 ().
2. Start entering the first few letters of a word. As you enter each letter, predicted words appear in the word candidate bar.
3. Tap the desired word to enter. If the word is highlighted in the word candidate bar, you can also tap the Enter key or the Space bar to enter it.

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

To add a word to the XT9 dictionary

If the word that you have entered is not found in the dictionary, you can add it to the dictionary.

1. While in Predictive mode, type a letter and then tap  on right side of the word candidate list.
2. Type the word you want to add, and then tap . You can also tap the Enter key or the Space bar to add the word.



Cancel word addition.

To customize Predictive mode settings

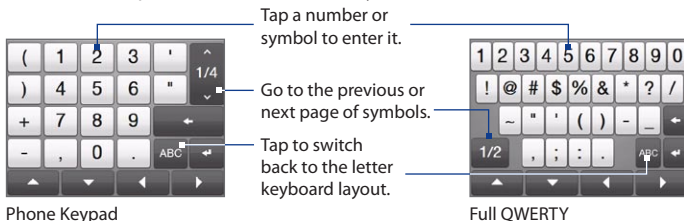
1. Tap the **Input Selector** arrow, then tap **Touch Input Settings**.
2. On the **XT9 Settings** tab, select or clear the following options according to your preferences:
 - **Spell Correction.** Lets you correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.
 - **Word Completion in XT9 mode.** Lets you select from a list of possible words based on the keys that you have tapped and on the words available in the dictionary.
 - **Word Completion in ABC mode** (Phone Keypad only). Lets you select from a list of possible combinations based on the characters that appear on the keys that you tapped.
 - **Auto-Substitution.** Automatically inserts an apostrophe when you type common contracted words (for example, "dont" automatically becomes "don't").
3. Tap **OK**.

4.6 Using Numeric and Symbol Mode

Switch to Numeric and Symbol mode to easily enter numbers and common symbols such as parentheses, braces, currency signs, punctuation marks, and special characters.

To switch to Numeric and Symbol mode

1. While using Full QWERTY or Phone Keypad, tap **12#**.
2. Locate and tap the desired number or symbol to enter it.



To automatically switch to the letter keyboard layout

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

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

Chapter 5

Synchronizing Information

5.1 About Synchronization

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

- **Microsoft® Office Outlook® information** — Office Outlook e-mail, contacts, calendar, tasks, and notes
- **Notes** created using Microsoft® Office OneNote® 2007
- **Media** — Pictures, music, and video
- **Favorites** — Website addresses you save as Favorites in Pocket Internet Explorer on your device or in the Mobile Favorites folder of Internet Explorer on your computer.
- **Files** — Documents and other files

- Tips**
- You can also synchronize Outlook e-mail, contacts, calendar, and tasks on your device with the Exchange Server at your work. For more information about setting up your device to synchronize with the Exchange Server, see Chapter 7.
 - Try to synchronize regularly in order to keep information up-to-date on both your device and your computer.

Before you can synchronize, you need to install and set up first the synchronization software on your computer. For more information, see “Setting Up Windows Mobile Device Center on Windows Vista®” and “Setting Up ActiveSync® on Windows® XP” in this chapter.

After installing the synchronization software on your computer, connect the device to your computer using the USB sync cable. When the Connect to PC screen appears on your device, touch **ActiveSync**, and then touch **Done**.

You can also synchronize information with your computer using Bluetooth. See “Synchronizing via Bluetooth” later in this chapter.

- Notes**
- ActiveSync or Windows Mobile Device Center only synchronizes data on your computer and device. If you have installed a storage card and you want to back up files from the storage card, use Windows Explorer on your computer to copy files from the storage card to your computer.
 - If you are sending your device for repair or performing a hard reset, data from your device will be lost. It is recommended that you sync your device to your computer to back up your files. To back up files from the storage card to your computer, use Windows Explorer to copy files from the storage card to the computer.

5.2 Setting Up Windows Mobile® Device Center on Windows Vista®

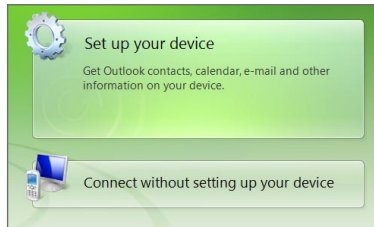
Microsoft Windows Mobile® Device Center is the replacement for Microsoft® ActiveSync® on Windows Vista®. Some versions of Windows Vista® come with Windows Mobile Device Center already installed. If Windows Mobile Device Center is not available on your Windows Vista®, you can install it from the Getting Started Disc that came with your device.

Setting up synchronization in Windows Mobile Device Center

When you connect your device to your computer and start Windows Mobile Device Center for the first time, you are asked to create a Windows Mobile partnership with your device. To create a partnership:

1. Connect your device to your computer. Windows Mobile Device Center configures itself, then opens.

2. On the license agreement screen, click **Accept**.
3. On the Windows Mobile Device Center's Home screen, click **Set up your device**.



Note Choose **Connect without setting up your device** if you only want to transfer media files, check for updates, and explore your device but not synchronize Outlook information.

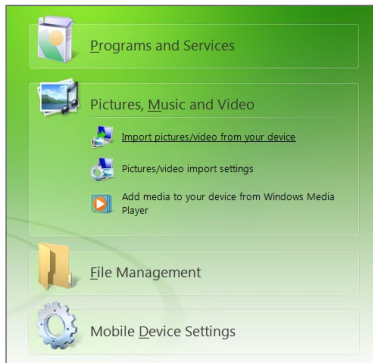
4. Select the items you want to synchronize, then click **Next**.
5. Enter a device name, then click **Set Up**.

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

Using Windows Mobile Device Center

To open Windows Mobile Device Center, click **Start > All Programs > Windows Mobile Device Center** on your Windows Vista computer.

On Windows Mobile Device Center, you can do the following:



- Click **Mobile Device Settings** to change synchronization settings.
- When you click **Pictures, Music and Video > XX new pictures/video clips are available for import**, a wizard guides you to tag and transfer photos from your device to the Photo Gallery on your computer.
- Click **Pictures, Music and Video > Add media to your device from Windows Media Player** to synchronize music and video files using Windows Media® Player. For more information, see “Using Windows Media® Player Mobile” in Chapter 11.
- Click **File Management > Browse the contents of your device** to view documents and files on your device.

Note See [Windows Mobile Device Center Help](#) for more information.

5.3 Setting Up ActiveSync® on Windows® XP

On a Windows® XP computer, you need to use Microsoft ActiveSync® 4.5 or later. If you do not have this software on your computer, you can install it from the Getting Started Disc that came with your device.

Setting up synchronization in ActiveSync

1. Connect your device to your computer. The Synchronization Setup Wizard automatically starts and guides you to create a synchronization partnership. Click **Next** to proceed.
2. To synchronize your device with your computer, clear the **Synchronize directly with a server running Microsoft Exchange** check box, then click **Next**.
3. Select the information types that you want to synchronize, then click **Next**.
4. Select or clear the **Allow wireless data connections** check box according to your preference.
5. Click **Finish**.

When you finish the wizard, ActiveSync synchronizes your device automatically. Notice that Outlook e-mail messages and other information appear on your device after synchronization.

5.4 Synchronizing With Your Computer

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

Starting and stopping synchronization

You can manually synchronize either from your device or computer.

From your device

- On the Home screen, slide to the Settings tab and then touch **Sync Data**; or
- Tap **Start > Programs > ActiveSync**, and then tap **Sync**.
To end synchronization before it completes, tap **Stop**.

Tip To delete a partnership with one computer completely, disconnect your device from that computer first. In ActiveSync on your device, tap **Menu > Options**, tap the computer name, then tap **Delete**.



From Windows Mobile Device Center

1. Click **Start > All Programs > Windows Mobile Device Center**.
2. Click  at the lower left of the Windows Mobile Device Center.

To end synchronization before it completes, click .

From ActiveSync on your computer

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

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

Selecting information to synchronize

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

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

1. In ActiveSync on your device, tap **Menu > Options**.
2. Select the check box for any items you want to synchronize. If you cannot select a check box, you might have to clear the check box for the same information type elsewhere in the list.
3. To change synchronization settings for an information type, for instance, **E-mail**, select it and tap **Settings**.

You can then set the download size limit, specify the time period of information to download, and more.

- Notes**
- Some information types such as Favorites, Files and Media cannot be selected in ActiveSync Options on your device. You can only select or clear these items from your computer's Windows Mobile Device Center or ActiveSync.
 - A computer can have sync partnerships with many different Windows Mobile powered devices, but a device can have sync partnerships with at most two computers. To ensure that your device synchronizes properly with both computers, set up the second computer using the same synchronization settings you used on the first computer.
 - Outlook e-mail can be synchronized with only one computer.

Troubleshooting sync connection problem

In some cases, when the computer connects to the Internet or a local network, it may disconnect the connection with your device in favor of the Internet or network connection.

If this happens, tap **Start > Settings > Connections** tab > **USB to PC**, and then clear the **Enable faster data synchronization** check box. This makes your computer utilize a serial USB connection with your device.

5.5 Synchronizing via Bluetooth

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

Note To connect and synchronize your device with a computer via Bluetooth, your computer must have a built-in Bluetooth or installed with a Bluetooth adapter or dongle.

To synchronize with a computer via Bluetooth

1. Set up Windows Mobile Device Center or ActiveSync on your computer to synchronize through Bluetooth. See the program's Help for instructions.
2. Make sure that Bluetooth on both your device and the computer are turned on and set to visible mode. See "Bluetooth Modes" in Chapter 9 for details. If this is the first time you have connected to this computer via Bluetooth, you must first set up a Bluetooth partnership between your device and the computer. For more information about creating a Bluetooth partnership, see "Bluetooth Partnerships" in Chapter 9.
3. On your device, tap **Start > Programs > ActiveSync**.
4. Tap **Menu > Connect via Bluetooth**.

Note To conserve battery power, turn off Bluetooth when not in use.

5.6 Synchronizing Music and Video

If you want to carry your music or other digital media along with you while you travel, set up Windows Media® Player on your computer to synchronize music and video with your device.

Other than selecting the **Media** information type to be synchronized, all media synchronization settings must be set in Windows Media® Player. Before media can be synchronized, you must do the following:

- Install Windows Media® Player Version 11 on your computer. (Windows Media® Player 11 works only in Windows XP or later versions).
- Connect your device to the computer with a USB cable. If your device is currently connected using Bluetooth, you must end that connection before media can be synchronized.
- Set up a sync partnership between your device and your computer's Windows Media® Player.

See “Using Windows Media® Player Mobile” in Chapter 11 for details.

Chapter 6

Exchanging Messages

6.1 Messaging

Messaging is a central location where you can find all your messaging accounts, which include text and multimedia messages as well as your e-mail accounts.

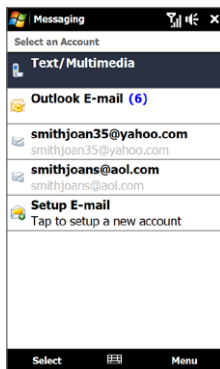
To select a messaging account

Do one of the following:

- Tap **Start > Messaging**. The Account Picker screen then opens and you can select an account.
- While you are in a message list of a certain account, for example Text/Multimedia, tap **Menu**. In the menu, tap the down arrow to scroll down, then tap **Go To** and select an account.

To configure message account settings

- Tap **Menu > Options** on the Account Picker screen; or
- While you're in a message list, tap **Menu**. In the menu, tap the down arrow to scroll down, and then tap **Tools > Options**.



Account Picker screen

To automatically add a signature in outgoing messages

You can automatically add your name and other information as your signature in outgoing text, multimedia and e-mail messages:

Note You need to specify your signature for each type of messaging account.

1. Tap **Start > Messaging**, and then tap **Menu > Options**.
2. Tap **Signatures**.
3. Select the desired account.
4. Select the **Use signature with this account** check box.
5. In the text box, enter your signature.
6. To add the signature when you reply to or forward messages, select the **Use when replying and forwarding** check box, and then tap **OK**.

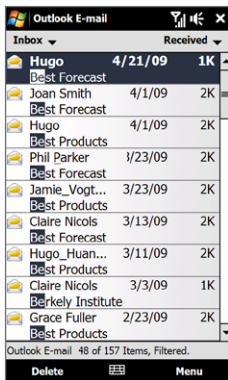
To filter the Inbox message list

When the text/multimedia or e-mail Inbox on your device is full of messages, you can filter your Inbox to display only the messages that contain a particular sender or subject you are searching for.

To filter your Inbox

1. Tap **Start > Messaging** and then tap a messaging account.
2. Enter the sender name or e-mail subject you want to look for. As you type characters, the message list narrows down to the sequence of characters you have entered.

When filtering your e-mail Inbox, for example, entering “B”, then “E” narrows the list to only the e-mail messages that contain sender names and e-mail subjects that start with “BE.”




6.2 Text Messages

Send short text messages to other mobile phones.

- Notes**
- Separate charges may apply.
 - If your text message is more than 160 characters, it will be sent as two or more separate messages and you will be billed accordingly.

Creating and sending a new text message

1. On the Home screen, slide to the **Messages** tab and then touch the **New Message** icon () on the upper right side of the screen.

Tip You can also tap **All People** on the myFaves tab (or, on the Home tab or People tab), select a contact, and then tap **Send Message**.

2. To add recipients, enter their mobile phone numbers in the **To** field, separating the numbers with a semicolon (;). You can also tap **To** or tap **Menu > Add Recipient** to add mobile phone numbers from Contacts.

3. Enter your message.

Tips

- To choose from preset messages, tap **Menu > My Text** and tap a desired message.
- To check the spelling, tap **Menu > Spell Check**.


4. When finished, tap **Send**.

Tips

- For more information about entering text and symbols, see Chapter 4.
- If you want to know when a text message is received, before sending the message that you are composing, tap **Menu > Message Options**, then select the **Request message delivery notification** check box. To always receive a delivery notification, tap **Menu > Tools > Options** in the text message list, tap **Text/Multimedia**, then select the **Request delivery notifications** check box.

Managing text messages from a contact

You can easily read, reply or delete text messages that you received from a certain contact by opening his or her contact details and accessing the Messages tab.

1. On the TouchFLO 3D Home screen, slide to the myFaves tab.
Note If the myFaves tab is not available, slide to the Home tab or the People tab.
2. Touch **All People**, and then touch the name of the desired contact.
3. The Contact Details screen then appears. Touch the Messages tab ().

Lists the exchange of text messages between you and the contact.

Enter your reply message here and then touch **Send**.



From the menu, you can choose to forward a text message, delete messages, and more.

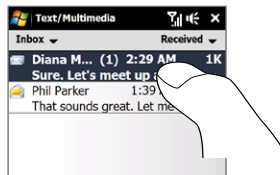
Managing text messages in the Inbox

Text messages that are sent to and received from a contact (or number) are grouped as a single thread in your Inbox. Threaded text messages show your messages to and from a contact in a single conversation thread.

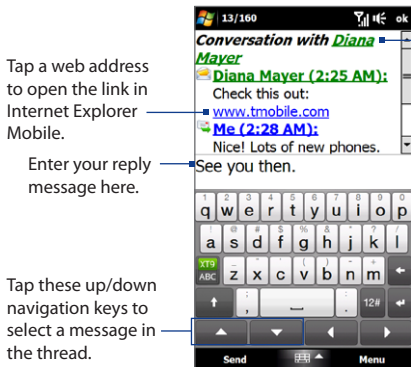
Note Multimedia messages are also grouped in the same thread as text messages if they are sent to or received from the same contact.

To open a thread and view the exchange of text messages

1. On the Home screen, slide to the Messages tab and then tap **All Messages**.
2. In the Text/Multimedia Inbox, tap a message thread to open it.



3. You can tap links in the messages to directly open contact details, access a web site, send e-mail, or call the displayed number.



- Tap the sender name to open the Contact Details screen.
- If the sender is not in your contacts, tap the mobile phone number to call the number, reply to the sender, or save it as a new contact.

To reply to a text message

At the bottom of the screen, type your reply message and then tap **Send**.

To copy a message in the thread to the SIM card

1. In the Text/Multimedia Inbox, tap a message thread to open it.
2. Tap the up or down navigation key at the bottom of the Full QWERTY or Phone Keypad to select a message in the thread.
3. Tap **Menu > Copy to SIM**.

Notes

- You cannot copy a sent message from the thread to the SIM card.
- Copying text messages from your device to the SIM card results in duplicate messages in the Inbox when your SIM card is in use.

To delete a message in the thread

1. In the Text/Multimedia Inbox, tap a message thread to open it.
2. Tap the up or down navigation key at the bottom of the Full QWERTY or Phone Keypad to select a message in the thread.
3. Tap **Menu > Delete**.

To delete all messages in a thread

In the Text/Multimedia Inbox, tap and hold a message thread, and then tap **Delete**.

Placing a call to the sender of a text message

While reading a text message, you can directly call the sender by pressing the TALK/SEND button. See “Making a call from a text message” in Chapter 2 for details.

6.3 Multimedia Messages

Sending multimedia messages to your friends and family is fun and easy. You can include pictures, videos, and audio clips in a multimedia message.

- Notes**
- Separate additional charges may apply.
 - When you purchase your device, it is already preset with T-Mobile's multimedia message settings.





Creating and sending multimedia messages


You can compose multimedia messages in a combination of slides, where each slide can consist of a photo, video or audio clip, and/or text.

To compose a multimedia message

1. Tap **Start > Messaging > Text/Multimedia**.
2. Tap **Menu > New > Multimedia**.
3. When the Choose a MMS screen opens, tap a preset template, or tap **Custom** to open a blank multimedia message.

Note If you prefer to start composing from a blank multimedia message every time, select the **Always choose custom** check box.
4. In **To**, enter the recipient's phone number or e-mail address directly, or tap **To**, **Cc**, or **Bcc** to choose a phone number or an e-mail address from Contacts.

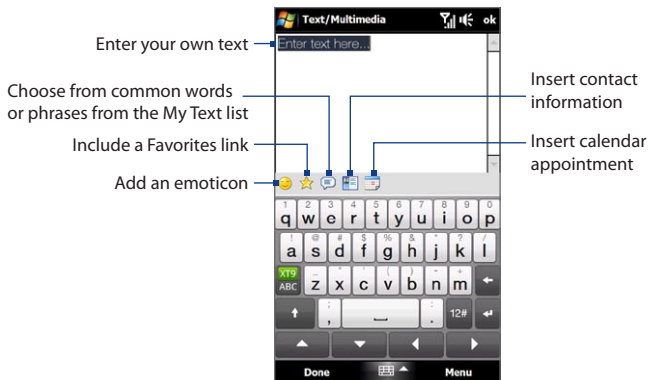
Note You may need to scroll up to see the Cc and Bcc fields.
5. Enter a subject for your message.
6. To insert a photo or video, tap the **Insert** icon () and do the following:
 - Tap an existing photo or video clip to insert it into the multimedia message.
 - Tap  to take a photo and insert it into the multimedia message.
 - Tap  to record video and insert it into the multimedia message.
 - Tap  to quit selection and return to the multimedia message.

7. Enter text and insert audio clips by tapping the respective areas. See “To add text to a multimedia message” and “To add an audio clip to a multimedia message” for details.
8. To add more slides, tap  or tap **Menu > Slides > Insert Slide**. Repeat steps 5 and 6 to add photos/videos, text, and audio to your slides.
9. Tap **Send** to send the multimedia message.

Tip You can also send a multimedia message from Pictures & Videos, Album, or the Camera program.

To add text to a multimedia message


When you tap **Insert text here** on your multimedia message, an empty screen appears where you can enter your text. You can insert the following types of information:







To add an audio clip to a multimedia message


You can add one audio clip per slide in your multimedia message.

1. Tap **Insert audio** on your multimedia message.

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





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

- Tap  to play the audio clip,  to pause, or  to stop playback.
- Tap **Select** to insert it to the multimedia message.
- Tap  to quit selection and return to your multimedia message.

Note To record a new audio clip and add it to your multimedia message, tap . The Record pop-up window then opens. Tap **Record** to start recording, and **Stop** to end the recording. Tap **Play** to listen to the recorded audio clip, then tap **Add**. The new audio clip is then inserted to the multimedia message.

Viewing and replying to multimedia messages

To view a multimedia message

1. In the Text/Multimedia Inbox, tap the multimedia message.
2. In the threaded message, tap the multimedia icon () , and then use the playback controls (, , and ) to view the multimedia message.
3. Tap **Contents** to see a list of files included in the message. On the Message Contents screen, you can do the following:
 - To save a file, select it, and tap **Menu > Save**.
 - To save the contents of a text file to the My Text list, tap **Menu > Save into My Text**.
 - To associate a photo to one of your contacts, tap **Menu > Assign to Contact**.

To reply to a multimedia message

1. In the Text/Multimedia Inbox, select the mobile phone number or name of the contact who sent you the multimedia message.
2. In the threaded message, tap the multimedia message to open and view a multimedia message.
3. After viewing the multimedia message, tap **Menu > Reply > via MMS** to reply with an multimedia message or tap **Menu > Reply > via SMS** to reply with a text message.

To block a phone number from sending you multimedia messages

If you do not want to receive multimedia messages from a particular sender, you can add the sender's phone number to the blacklist.

1. When you receive a new multimedia message, open and view the message.
2. To avoid receiving multimedia messages from this sender next time, tap **Menu > Show > Contact Details**.
3. Tap **Menu > Save to Blacklist**.
4. Tap **Done**.

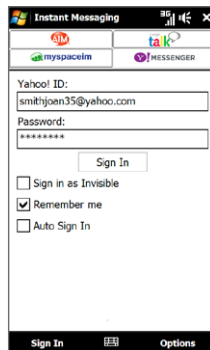
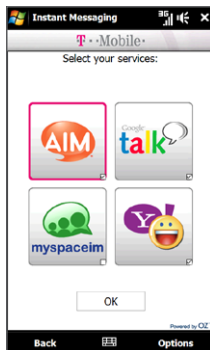
Tip To unblock a phone number and allow the sender to send you multimedia messages, remove the number from the Blacklist. Go to the Text/Multimedia Inbox, tap **Menu > MMS Options > Blacklist** tab, tap and hold the phone number in the Blacklist, and then tap **Delete**.

6.4 Instant Messaging

T-Mobile Instant Messaging provides you with access to popular instant messaging (IM) communities, including AOL® Instant Messenger (AIM®), Google Talk™, Windows Live™ Messenger, Myspace instant messaging, and Yahoo!® Messenger. You can sign in to two or more communities at the same time.

Note Separate charges apply to send/receive instant messages.

1. Tap **Start > Instant Messaging**.
2. On the Instant Messaging screen, tap any of the communities.
Note Selecting **Messenger** allows you to sign in to Windows Live. See “Using Windows Live™” in Chapter 8 for details.
3. On the subsequent screen, tap each community that you want to use, or tap **Menu > Select All** to select all of them.
 After selecting, tap **OK**.
4. Selected communities are then displayed as tabs on the screen. On each tab, enter the required sign-in information for each community, such as user name and password.



Note The information required to sign in will vary depending on the instant messaging community you are accessing.

6. To log into a community, tap **Sign In**.

The instant messaging screen for the selected community will then be displayed, and you can start chatting online.

For more information on using Instant Messaging, tap **Options > Help** and then choose a help topic.

6.5 Email

Set Up Email provides you unlimited access to your work and personal e-mail. Instantly access your e-mail from AOL® AIM®, Yahoo!®, Gmail™, Microsoft® Exchange and many more, including any POP3 or IMAP4 e-mail server.

Note Restrictions may apply. Contact your e-mail provider for additional information.

Adding e-mail accounts using Set Up Email

To use Set Up Email and start setting up your e-mail accounts, tap **Start > Programs > Set Up Email**.

The Select Account screen then opens, allowing you to select the type of e-mail accounts to add to your device.

- Tips**
- To open Set Up Email's Select Account screen, you can also select the Mail tab first on the Home screen, and then tap **New Account** or **Menu > Accounts > New Account**.
 - Tap **?** if you need more help information about setting up e-mail accounts.



To set up AOL/AIM Mail, Yahoo!Mail, or Gmail

Tap **AOL/AIM Mail**, **Yahoo! Mail**, or **Gmail**, and then simply enter your e-mail address and password.

To set up Windows Live Mail

Tap **Windows Live Mail**, and then sign in using your Windows Live ID. See Chapter 8 for details.

To set up a POP3 or IMAP4 e-mail account

If you have an e-mail account from an ISP or other web-based accounts such as Comcast or Earthlink, add them as POP3 or IMAP4 accounts on your device.

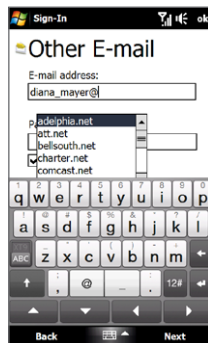
1. On the Select Account screen, tap **Other**.

2. Enter your e-mail address.

After you enter the @ symbol, a menu will be displayed listing some of the most popular e-mail providers. You can select your e-mail provider if you see it in the menu.

3. Enter your password, and then tap **Next**.

4. If the e-mail provider settings are found preconfigured on your device, a message will be shown, informing that the setup process is complete and your e-mail messages will be downloaded to your device. Tap **Finish**.



If your e-mail provider is not found on your device, continue with these steps:

1. Enter settings such as the incoming and outgoing server names. Ask from your provider about these settings, enter them, and then tap **Next**.
2. Choose whether your e-mail account is a POP3 or IMAP4 account and enter an account display name.
3. Tap **Menu > Advanced Settings** to customize more settings.
4. Tap **Finish**.

To set up Outlook E-mail

1. On the Select Account screen, tap **Outlook Setup**.
2. To send and receive personal e-mail on your device:
 - Check if the synchronization software has been installed on your computer and a synchronization partnership has been created with your device. If these have been done, then just connect your device to your computer to send and receive Outlook E-mail messages.

If you have not yet installed the synchronization software nor created a partnership, please do so by following the procedures in Chapter 5.
3. To set up your company e-mail account on your device:
 - Set up your device to synchronize via a wireless network or over-the-air connection with your company's Exchange Server. For more information about synchronizing with the Exchange Server, see Chapter 7.

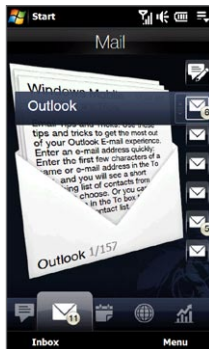
Using your e-mail accounts

There are two places where you can easily access and use your e-mail accounts:

- **Home screen's Mail tab**

Press the HOME button to return to the TouchFLO 3D Home screen, and then slide to the Mail tab. The e-mail accounts that you added are displayed as small mail icons on the right side of the screen. Simply tap an e-mail account that you want to use, or slide your finger up or down until you have selected the desired account.

See "Mail" in Chapter 3 for details.



- **Messaging**


Tap **Start > Messaging**. You will then see your e-mail accounts in Windows Mobile Messaging's Account Picker screen.

See "Messaging" earlier in this chapter for details.

Creating and sending an e-mail message

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

Note Separate charges may apply to send/receive domestic/international e-mail.

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab.
2. On the right side of the screen, select an e-mail account.
3. Touch the **New E-mail** icon () to create a new e-mail message.
4. To add recipients, enter their e-mail addresses, separating them with a semicolon (;). You can also tap **To** if you want to add e-mail addresses stored in Contacts.
5. Enter a subject and compose your message.
 - Tips**
 - To choose from preset messages, tap **Menu > My Text** and tap a desired message.
 - To check the spelling, tap **Menu > Spell Check**.
6. To add an attachment to your message, tap **Menu > Insert** and tap the item you want to attach: **Picture**, **Voice Note**, or **File**. Select the file or picture you want to attach, or record a voice note.
7. When finished composing the message, tap **Send**.

- Tips**
- For more information about entering text and symbols, see Chapter 4.
 - To set the message priority, tap **Menu > Message Options**.
 - If you are working offline, e-mail messages are moved to the Outbox folder and will be sent the next time you connect.

Viewing and replying to e-mail messages

To view an e-mail message

1. On the TouchFLO 3D Home screen, slide to the Mail tab, select an e-mail account, and then tap **Inbox**.
2. Tap an e-mail to open it.

To download a complete e-mail

By default, long e-mail messages that you receive contains only the first few kilobytes of the message. When you open an e-mail, it displays only the headers and part of the message. You must download the whole e-mail to view the complete content.

To download a complete e-mail message, open the e-mail, and then do one of the following:

- Finger-scroll to the end of the message, and tap **Get entire message and any attachments** (POP3 e-mail account) or tap **Get the rest of this message** (IMAP4 and Outlook e-mail accounts).
- Tap **Menu > Download Message**.

- Notes**
- The Fetch Mail feature, which is available for POP3 and IMAP4 Internet e-mail accounts, downloads an entire e-mail without the need for you to perform a full synchronization. This limits the download to just the e-mail message that you want and helps save data cost.

Fetch Mail is also available for Outlook E-mail. See “Instant download through Fetch Mail” in Chapter 7 for details.
 - Download may take some time, depending on the speed of your Internet connection, size of the whole e-mail, and whether file attachments are automatically downloaded.

To download file attachments

- **POP3 e-mail account:**

File attachments are automatically downloaded when you download a complete e-mail.

- **IMAP4 and Outlook e-mail accounts:**

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

You can set automatic download of file attachments. See “Customizing e-mail settings” in this chapter for details.

To reply to or forward a message

1. On the TouchFLO 3D Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Inbox**.
2. Open the message and tap **Menu > Reply**, **Menu > Reply All**, or **Menu > Forward**.
3. Enter your reply message, and then tap **Send**.

- Notes**
- You can receive and view HTML e-mail messages from any type of e-mail account. The HTML format is retained, without layout shifting or resizing. HTML e-mail support in Outlook Mobile is available only if you are synchronizing your device with Microsoft Exchange Server 2007.
 - When replying using an Outlook e-mail account, you can customize ActiveSync to exclude addresses, including your own, from being added to the recipient list. Tap **Menu > Options** in ActiveSync, select the **E-mail** item, tap **Settings**, and then tap **Advanced**. In the **My e-mail addresses** text box, enter the e-mail addresses that you want to exclude.

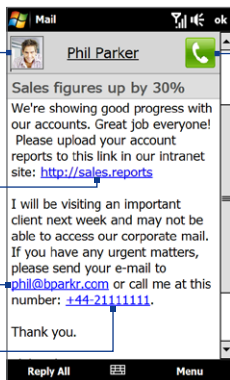
Directly making calls from an e-mail

While reading an e-mail, you can directly place a call to the sender, start a conference call, access contact details, and more.

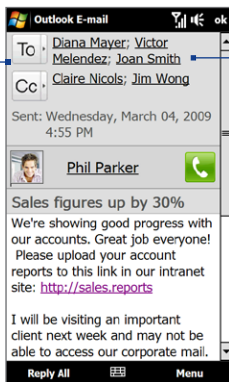
- Tap the sender photo or name to open the Contact Details screen.
- If the sender is not stored in your contacts, tap the e-mail address to send e-mail or save it as a new contact.

Tap this **Talk** button to call the sender.

Tap links in the message body to access a web site, send e-mail, or call the displayed number.



- Tap a recipient name to open his or her contact details.
- Tap a recipient's e-mail address to send e-mail or save it as a new contact.



Tap the **To** or **Cc** button or press TALK/SEND to place a call or start a conference call. See Chapter 2 for details.

Note

If the sender's name or e-mail address is shown on the e-mail message with a **Search** button (🔍) and you have an Exchange Server e-mail account set up on your device, you can tap this button to search for the sender from the Company Directory. For more information about finding contacts in the Company Directory, see Chapter 7.

Synchronizing e-mail messages

Synchronizing e-mail messages ensures that new e-mail messages are downloaded to the device Inbox folder, e-mail messages in the Outbox folder are sent, and e-mail messages deleted from the server are removed from your device. The manner in which you synchronize e-mail messages depends on the type of e-mail account you have.

To automatically synchronize an Outlook e-mail account

1. Connect your device to your computer through USB or Bluetooth.
Otherwise, connect through Wi-Fi, or a data connection if you are synchronizing Outlook e-mail with the Exchange Server. For more information, see Chapter 7.
2. Synchronization automatically begins, and your device sends and receives Outlook e-mail.

To manually synchronize your Outlook or Internet e-mail account

On the TouchFLO 3D Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Menu > Send/Receive**.

Customizing e-mail settings

To change the download size and format for Outlook e-mail

1. Disconnect your device from the computer.
2. Tap **Start > Programs > ActiveSync**.
3. Tap **Menu > Options**, select **E-mail**, then tap **Settings**.
4. On the E-mail Sync Options screen:
 - Under **Message format**, select HTML or Plain Text. HTML is only available when connected to Microsoft Exchange Server 2007 or later.
 - Under **Download size limit**, select the desired e-mail size.
5. Close ActiveSync and reconnect your device to the computer.

To modify e-mail account settings for Internet e-mail

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap your POP3 or IMAP4 Internet e-mail account.
3. Tap **Edit Account Setup** and change the account settings that need to be modified.

To customize download schedule for Internet e-mail

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap your POP3 or IMAP4 Internet e-mail account.
3. Tap **Send/Receive Schedule**.
4. From the **Automatic Send/Receive** box, select a time interval for connecting to the Internet automatically to send and receive e-mail.
5. From the **Download messages** box, select the number of days of messages to download, or choose to download all messages.
6. Tap **Advanced Settings** to customize more options, such as the following:

Options	Description
Send/receive when I click Send	By default, messages are immediately delivered when you tap Send . If you prefer to save outgoing messages to the Outbox folder first, clear the check box. (In this case, you will need to manually send messages by tapping Menu > Send/Receive).
Use automatic send/receive schedule when roaming	This allows your device to data roam when there is a set time interval for connecting to the Internet automatically. Since this may result in higher connection costs, you may want to leave the check box cleared.
When deleting messages	Choose whether to delete messages from the mail server when you delete them on your device.

7. Tap **Done**.

To change the download size and format for Internet e-mail

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap your POP3 or IMAP4 Internet e-mail account.
3. Tap **Download Size Settings**.
4. Under **Message format**, select HTML or Plain Text.
5. Under **Download size limit**, select the desired e-mail size.
6. Tap **Done**.

To automatically receive attachments on Outlook e-mail messages

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

To automatically receive attachments on IMAP4 e-mail messages

1. Tap **Menu > Options** on the Account Picker screen, or tap **Menu > Tools > Options** while you're in a message list.
2. Tap the name of your IMAP4 e-mail account.
3. Tap **Download Size Settings**.
4. In **Download attachments**:
 - Select All attachments to always download file attachments; or
 - Select a file size limit for auto-downloading attachments.
5. Tap **Done**.

To store attachments on the storage card

1. Tap **Start > Messaging**.
2. Tap **Menu > Options > Storage** tab.
3. Select the **When available, use this storage card to store attachments** check box.

Chapter 7

Working With Company E-mail and Meeting Appointments

7.1 Synchronizing with the Exchange Server

To keep up-to-date with your company e-mail messages and meeting schedules while you're out of the office, you can connect your device to the Internet through Wi-Fi or a data connection and synchronize with your company's Exchange Server.

Setting up an Exchange Server connection

Before you can synchronize or access information on the Exchange Server, you need to set up an Exchange Server connection on your device. You need to get the Exchange Server name (must be Outlook Web Access server name), domain name, user name, and the password that you use at work from your network administrator and enter them on your device.

Note You can set up an Outlook e-mail account that synchronizes with the Exchange Server from the TouchFLO 3D Mail tab using Mail Setup. See "Mail" in Chapter 3 for details.

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

1. Tap **Start > Programs > Set Up Email**.
2. On the Select Account screen, tap **Outlook Setup**.
3. ActiveSync then opens. Tap **Menu > Add Server Source**.

4. Enter your e-mail address, and clear the **Attempt to detect Exchange Server Settings automatically** check box. Tap **Next**.
5. In **Server address**, enter the Exchange Server address, and tap **Next**.
6. Enter your user name, password and domain, and then tap **Next**.
7. Select the items that you want to sync with the Exchange Server.

- Tips**
- To change synchronization settings of an information item, for example, E-mail, select the item, then tap **Settings**.
 - To change the rules for resolving synchronization conflicts, tap **Menu > Advanced**.

8. Tap **Finish**.

- Notes**
- If you enabled e-mail synchronization with your computer before, you need to disable it first before you can choose to sync e-mail with the Exchange Server. In ActiveSync on your device, tap **Menu > Options** and then clear the **E-mail** check box under the Windows PC item.
 - To change Exchange Server settings, tap **Menu > Configure Server** in ActiveSync.

Starting synchronization

Before you start synchronizing with the Exchange Server, make sure your device has been set up with a Wi-Fi or data connection to the Internet so that you can synchronize over the air. For more information about connections, see Chapter 8.

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

To manually start synchronization, tap **Sync Data** on the Home screen's Settings tab, or tap **Sync** in ActiveSync.

- Note**
- If you connect your device to your office computer via a USB or Bluetooth connection, you can use this connection to the computer to “pass through” to the network and download Outlook e-mail messages and other information to your device.

7.2 Working With Company E-mail Messages

Your device gives you instant access to your company e-mail messages and lets you manage your messages easier. Direct Push, Fetch Mail, Remote e-mail search, and e-mail flags are just some of the tools you can use to manage your e-mail messages.

Note Some messaging features depend on the Microsoft Exchange Server version used in your company. Check with your network administrator for the availability of these features.

Automatic synchronization through Direct Push

Direct Push technology (push e-mail feature) enables you to receive new e-mail messages on your device as soon as they arrive in your Inbox on the Exchange Server. Items such as contacts, calendar and tasks are also immediately updated onto your device when these items have been changed or new entries have been added on the Exchange Server. To make Direct Push work, you need to have a Wi-Fi or data connection on your device.

You need to perform a full synchronization between your device and the Exchange Server before Direct Push can be enabled.

Requirement The Direct Push feature works for your device only if your company is using Microsoft Exchange Server 2003 Service Pack 2 (SP2) with Exchange ActiveSync or later.

To turn on Direct Push

1. On the Home screen, slide to the Settings tab and then touch **Communications**.

Tip You can also tap **Start > Programs > Comm Manager**.

2. On the Comm Manager screen, touch the OFF/ON slider at the right side of the **Microsoft Direct Push** item.

Tips

- Another way to turn on Direct Push is to tap **Menu > Schedule** in ActiveSync and then select **As items arrive** in the **Peak times** and **Off-peak times** boxes.
- When Direct Push is off, you need to manually retrieve your e-mail messages.

Scheduled synchronization

If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook e-mail and information.

1. In ActiveSync on your device, tap **Menu > Schedule**.
2. Set the synchronization schedule for **Peak times** and **Off-peak times**.

Tip You can select a shorter interval in the Peak times box and a longer interval in the Off-peak times box, so that your e-mail messages are synchronized more frequently when you are working. To set the days and hours that make up your peak and off-peak times, tap the **peak times** link at the bottom of the screen.

Instant download through Fetch Mail

The **Fetch Mail** feature downloads an entire e-mail immediately without the need for you to perform a full Send/Receive action. This limits the download to just the e-mail message that you want and helps save data cost.

Requirement Fetch Mail works for your device only if your company is using Microsoft Exchange Server 2007 or later.

1. Tap **Start > Messaging > Outlook E-mail**.
2. Open an e-mail message.
3. By default, only the first few words of the message are shown. To download the whole e-mail, finger-scroll to the end of the message, then tap **Get the rest of this message**.
4. Wait for the remainder of the message body to download.

Notes

- For information about changing e-mail sync options such as setting the download size for e-mail, see "Customizing e-mail settings" in Chapter 6.
- When you receive an e-mail that contains a link to a document such as a PDF or Microsoft Office document located on SharePoint or an internal file server, you can tap the link to view the document on your device. You can view the document only if you have a Microsoft Outlook account that synchronizes with Microsoft Exchange Server 2007 or later. Exchange Server must also be set up to allow access to SharePoint document libraries or internal file servers.

Searching for e-mail messages on the Exchange Server

You can access e-mail messages that are not available on your device by searching your Microsoft Exchange Server mailbox. The search results are downloaded and displayed in a Search Results folder.

Requirement Your company must be using Microsoft Exchange Server 2007 or later.

1. Tap **Start > Messaging > Outlook E-mail**.
2. Tap **Menu > Tools > Search Server**.
3. In the **Look for** text box, enter the search keyword.
4. Choose the date range of messages to search from.
5. In the **Look in** list, specify whether to search in the **Inbox**, **Sent Items**, or **All Folders**, and then tap **Search**.

Tip To clear the search results and return to the message list, tap **Menu > Clear Results**.

Flagging your messages

Flags serve as a reminder for you to follow-up on important issues or requests contained in e-mail messages. Flagging messages, which has been a useful feature on desktop Outlook E-mail, can also be done in Outlook Mobile on your device. You can flag received e-mail messages on your device.

Requirement Flags are enabled only if e-mail messages are synchronized with Microsoft Exchange Server 2007 or later. Flags are disabled or hidden if e-mail messages are synchronized with earlier versions of Microsoft Exchange Server.

To flag or unflag a message

1. Tap **Start > Messaging > Outlook E-mail**.
2. Open a message.
3. Tap **Menu > Follow Up** and select one of the following options:

- **Set Flag** Mark the message with a red flag to remind yourself to follow it up.
- **Complete Flag** Mark the message with a check mark to indicate that the issue or request in the e-mail is already completed.
- **Clear Flag** Remove the flag to unmark the message.

Note E-mail message reminders are displayed on your device if the messages are flagged with reminders and synchronized from the Exchange Server.

Out-of-office auto-reply

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

To send out-of-office auto-reply messages

1. Tap **Start > Messaging > Outlook E-mail**.
2. Tap **Menu > Tools > Out of Office**.
3. In the **I am currently** list, select **Out of the Office**.
4. Enter your auto-reply message, and then tap **Done**.

7.3 Managing Meeting Requests

When you schedule and send meeting requests from your device, you can invite attendees to your meeting and check their availability.

When you receive a meeting request, you can reply by accepting or declining the request. The meeting request also clearly indicates whether or not there are conflicting or adjacent meetings.

Requirement Your company must be using Microsoft Exchange Server 2007 or later.

To reply to a meeting request

1. When you receive a meeting request e-mail, a notification is displayed on your device. Open the e-mail.
2. Tap **Accept** to reply and accept the meeting request, or tap **Menu > Decline** if you cannot attend the meeting.
 - Tips**
 - Before responding, you can check your availability during the time of the requested meeting by tapping **View your calendar**.
 - If the time of the meeting conflicts with your other appointments, a "Scheduling Conflict" status appears on top of the e-mail.
3. Choose whether or not to edit your response e-mail before sending, then tap **OK**.

If you accept the meeting request, it is automatically added as an appointment in Calendar on your device.

7.4 Finding Contacts in the Company Directory

In addition to having contacts on your device, you can access contact information from your organization's Company Directory. By having over-the-air access to the Company Directory, you can easily send e-mail messages and meeting requests to anyone in your company.


Requirement Access to the Company Directory is available only if your organization is running **Microsoft Exchange Server 2003 SP2 or higher**, and you have completed your first synchronization with the Exchange Server.

When browsing Contacts, composing e-mail, or creating a meeting request

1. Synchronize with the Exchange Server.
2. Do any of the following:
 - While browsing through your contacts on the Contacts or Phone screen, tap **Menu > Company Directory**.
 - In a new e-mail message, tap the **To** box (or tap **Menu > Add Recipient**), and then tap **Company Directory** on the top of the list.
 - When creating a meeting request and selecting required and optional attendees in Calendar, tap **Company Directory**.
3. Enter a partial or full contact name and tap **Search**. In the search results list, tap a contact to select it.
4. You can save a contact from the Company Directory to your device by selecting the contact, and then tapping **Menu > Save to Contacts**.

Note You can search for the following information as long as that information is included in the Company Directory: First name, Last name, E-mail name, Display name, E-mail address, or Office location.

When viewing a received Outlook e-mail message

1. Open a received Outlook e-mail message.
2. If a **Search** button () appears to the right of the sender name in the e-mail message, tap this button to search for the sender in the Company Directory.
3. If the sender is found, the contact details will be displayed. You can then choose to save the sender to your contacts, call the sender, and more.

Chapter 8

Internet

8.1 Ways of Connecting to the Internet

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

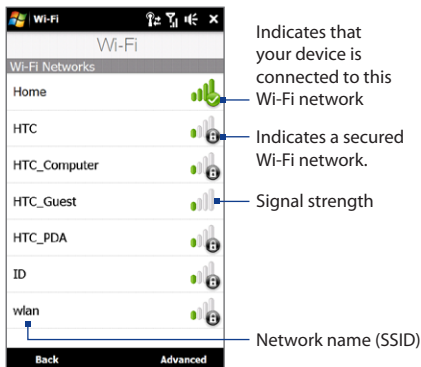
Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 100 meters (300 feet). To use Wi-Fi on your device, you need access to a wireless access point or "hotspot".

Note The availability and range of your device's Wi-Fi signal depends on the number, infrastructure, and other objects through which the signal passes.

To turn Wi-Fi on and connect to a Wi-Fi network

1. On the Home screen, slide to the Settings tab and then tap **Communications**.
2. Tap **Wi-Fi**. Detected wireless networks are displayed on the screen.
3. Tap the desired Wi-Fi network.
 - If you selected an open (unsecured) network, you are automatically connected to the network.
 - If you selected a secured network, enter the security key and then tap **Done**. You are then connected to the network.



4. Tap Back to return to the Communications screen.

Next time you use your device to detect Wi-Fi networks, you will not be prompted to enter the network key of the previously accessed Wi-Fi network (unless you perform a hard reset which will erase custom settings on your device).

- Notes**
- Wi-Fi networks are self-discoverable, which means no additional steps are required for your device to connect to a Wi-Fi network. It may be necessary to provide a username and password for certain closed wireless networks.
 - To turn off Wi-Fi, on the Communications screen, tap the OFF/ON slider at the right side of the **Wi-Fi** item.

To check Wi-Fi network status

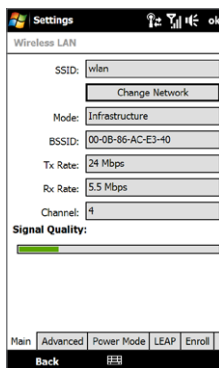
Aside from the Wi-Fi status icon on the title bar, you can check the current Wi-Fi connection status from any of the following screens of your device:

- **Wireless LAN screen**

Tap **Advanced** on the Wi-Fi screen.

On the **Main** tab, you will see the Wi-Fi network that your device is currently connected to.

The configuration and signal quality of the Wi-Fi network are also shown.



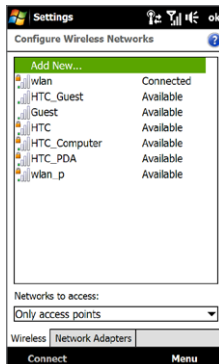
- **Configure Wireless Networks screen**

Tap **Start > Settings > Connections** tab > **Wi-Fi** and then tap the **Wireless Networks** button. This screen displays all available Wi-Fi networks in range.

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

Tap a Wi-Fi network in the list to view or change its connection settings.

You can also add new Wi-Fi networks, if available, by tapping **Add New**.

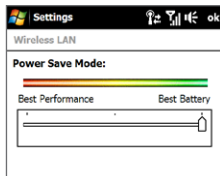


To save battery power while connected to a Wi-Fi network

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

1. On the Home screen, slide to the Settings tab.
2. Tap **Menu > Wireless Networks** and then tap the **Power Mode** tab.
3. Move the **Power Save Mode** slider to a position that optimizes performance with the least power consumption.

For example, move the slider to the left (Best Performance) to have the optimal wireless network performance; move to the right (Best Battery) to obtain the maximum battery usage.



GPRS/3G

Use **GPRS/3G** (or **EDGE**, if available) to connect to the Internet and to send and receive multimedia messages on your device. You will need a data plan to access the T-Mobile GPRS/3G network.

GPRS/3G settings are already preconfigured on your device, and your device is ready to use T-Mobile GPRS/3G services. Please do not change the settings as this may cause services to stop working.

Dial-up

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

1. Tap **Start > Settings**.
2. On the **Connections** tab, tap **Connections**.
3. Tap **Add a new modem connection**.
4. In the **Select a modem** list, select **Cellular Line**, then tap **Next**.

5. Enter the ISP server phone number, then tap **Next**.
6. Enter your user name, password, and any other information required by your ISP, then tap **Finish**.

Starting a data connection

The data connection is automatically started when you begin using a program that accesses the Internet such as Internet Explorer Mobile.

If you are not on a fixed-rate data plan, you may want to save data cost by disconnecting the data connection when not in use. To disconnect, tap **Start > Programs > Comm Manager**, and then tap the OFF/ON slider at the right side of the **Data Connection** item.

Tip You can also open the Comm Manager from the Home screen. Slide to the Settings tab and then tap **Communications**.


8.2 Using Internet Explorer® Mobile

Internet Explorer® Mobile is Windows Mobile's default Internet browser.

To open Internet Explorer® Mobile

Tap **Start** > **Internet Explorer**.

To go to a web site and add it as your web favorite

1. Enter the Web site address in the address bar, then tap .
2. Tap **Menu** > **Add to Favorites**.

To zoom in or out of the displayed web page

1. Tap **Menu** > **Zoom Out** first to zoom out to the smallest size.
2. Internet Explorer then enters zoom mode. Tapping **Zoom In** or **Zoom Out** will allow you to zoom in or out of the web page one step at a time.
3. Double-tap the screen to exit zoom mode and display the web page at normal size.

To view a web page using finger scrolling and panning

- Slide your finger upward to scroll down the Web page, or slide your finger downward to scroll up the Web page.
- To pan downward, tap and hold on the screen, then drag your finger upward. To pan upward, tap and hold on the screen, then drag your finger downward.
- To pan towards the right, tap and hold on the screen, then drag your finger to the left. To pan towards the left, tap and hold on the screen, then drag your finger to the right.
- To pan freely around a Web page, tap and hold on the screen, then drag your finger in the desired direction.

For more information about finger scrolling and panning, see “Using Finger Gestures” in Chapter 1.


8.3 Using Opera Mobile™

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

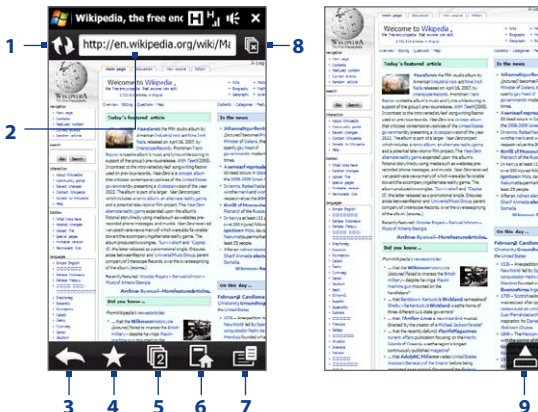
To open Opera Mobile and go to a website

1. Tap **Start > Programs > Opera Browser**.
2. On the Opera Mobile screen, tap the address bar.

Note If the address bar is hidden, tap  at the bottom-right corner of the screen.

3. Enter the URL address and tap .

The browser screen



1 Refresh the web page being viewed.

2 Enter the URL of the web site here.

- 3 Return to the previous web page viewed.
- 4 Go to the Bookmarks screen where you can add, edit, or send bookmarks.
- 5 Add a new browsing tab or switch to another browsing tab.
- 6 Go to the home page.
- 7 Open a list where you can change Opera Mobile settings.
- 8 Close the current tab. This is enabled only if you have more than one tab opened.
- 9 When browsing the web, Opera Mobile automatically switches to full screen mode. Tap to show the address and Menu bars again.

Navigating web pages

To pan on the web page

While browsing web pages, use finger gestures to pan on the web page.

- Tip** Touch and hold an empty area on a web page to open a shortcut menu that lets you go back to the previous page, reload the page, add the page as a Favorite, and more. You can also tap and hold a link or image on a web page to open a menu with different options.



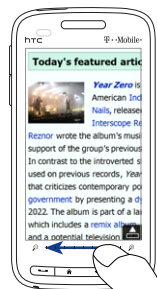
To zoom in and out on web pages

While viewing a web page in full screen, slide to the right of the zoom bar to zoom in on the web page. To zoom out, slide your finger to the left.

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



Zooming in



Zooming out

To change the screen orientation

Change the screen orientation by simply turning your device sideways.



Note For more information about using Opera Mobile, go to:
<http://www.opera.com/products/mobile/>.

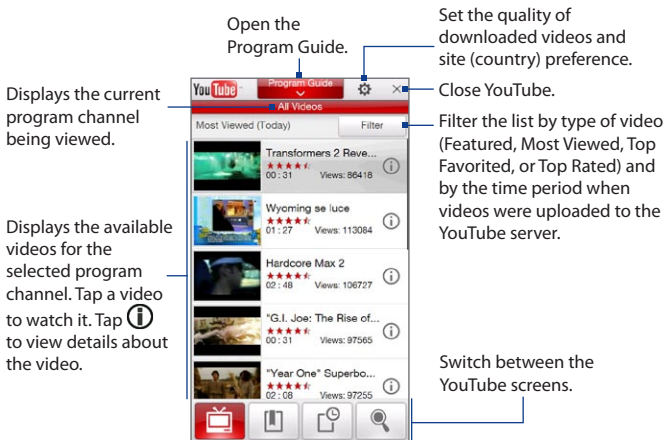
8.4 Using YouTube™

YouTube™ lets you browse, search, and watch Internet videos that are posted in YouTube.


Note You need an active data or Wi-Fi connection to use YouTube. If you are using a GPRS/3G connection, watching Internet videos may significantly increase your data connection costs.

To open YouTube

On the Home screen, slide to the **Internet** tab, and then tap **YouTube**.





Searching videos

1. On the YouTube screen, tap .
2. On the **Search** screen, enter the video information, and then tap **Search**.
YouTube searches for the video, and then displays all related videos on the screen.
3. Tap on a video to watch it. See “Watching videos” for details.

Using the Program Guide

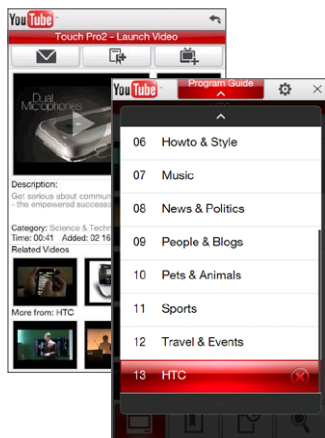
The Program Guide categorizes videos into channels so you can browse and watch related videos available on YouTube. You can also add your favorite video channel in the Program Guide.

To add a new channel

1. Search the channel or video you want to add to the Program Guide. See “Searching videos” for details.
2. In the search results list, tap  at the right side of the video or channel to open the details screen.
3. Tap , and then tap **OK** on the confirmation screen.

The channel you just subscribed to is shown when you tap **Program Guide**.

Tip You can also add a search information as a program channel.



To change the program channel


1. On the **Videos** screen, tap **Program Guide** at the top of the screen.
2. On the Program Guide, select a channel.

Tip You can scroll down to view more channels.

The video list refreshes to display the available videos for the selected channel.

To delete a program channel

You can only delete channels that you have added to the Program Guide.

1. Tap **Program Guide**.
2. Scroll down to the channel that you want to delete, and then tap .
3. On the confirmation screen, tap **Yes**.

Watching videos

Tap a video on any YouTube screen, program guide channel, or search results list to launch the YouTube Video Player.

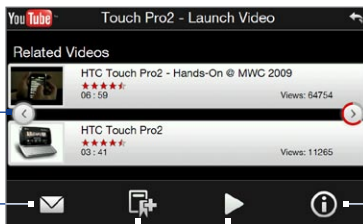


Tip To adjust the volume, press the VOLUME UP and VOLUME DOWN buttons on the left panel of the device.

When you tap Stop () or finish watching the entire video, you can select from the following options.

Go back to the previous page of related videos.

Send the link of the previously watched video via e-mail, or to send the video thumbnail in a multimedia message.



Add the video to your Bookmarks.

Replay the video.




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

View information about the video you just watched.


Bookmarks

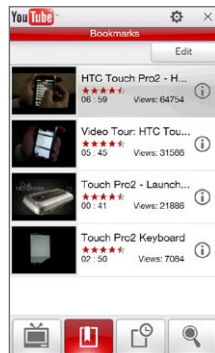
You can save your favorite videos in Bookmarks for quick access.

To save a video in Bookmarks


After watching a video, tap . You can also tap  on any video that you want to add to Bookmarks and then tap  on the video details screen.

To watch videos in Bookmarks


On the YouTube screen, tap . Tap a video to watch it.



To delete a video from Bookmarks

1. On the **Bookmarks** screen, tap **Edit**.
2. Tap  on the video you want to remove.
3. On the confirmation screen, tap **Yes**.
4. Tap **Done**.

History

View recently watched videos on the History screen. On the YouTube screen, tap  and then tap a video to watch it.

Note To clear the History list, tap **Clear**.

8.5 Using Windows Live™

Windows Live™ helps you quickly find information using Windows Live™ Search, access and synchronize your Windows Live™ Mail e-mails and contacts, and send instant messages using Windows Live™ Messenger.

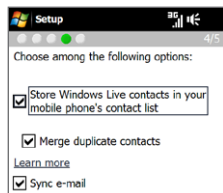
To set up Windows Live™ for the first time

1. Tap **Start > Programs > Windows Live**, and then tap **Sign in to Windows Live**.
2. Tap the links to read the Windows Live™ Terms of Use and the Microsoft Online Privacy Statement. After reviewing them, tap **Accept**.
3. Enter your Windows Live™ Mail or Hotmail address and password, select the **Save password** checkbox, and then tap **Next**.
4. Tap **Next**.

5. Choose what information you want to sync online with your device.


If you select **Store Windows Live contacts in your mobile phone's contact list**, your Windows Live™ contacts will be added to the contact list and to Windows Live™ Messenger on your device.

If you select **Sync e-mail**, your Windows Live™ Mail or Hotmail inbox messages will be downloaded to your device.



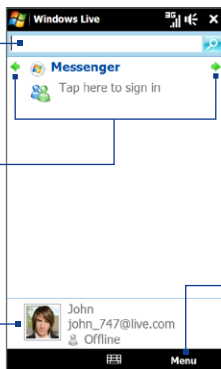
6. Tap **Next**.
7. After synchronization is complete, tap **Done**.

The Windows Live™ screen

Search bar. Enter the information you want to search, then tap .

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

Change your display name, picture, and personal message.



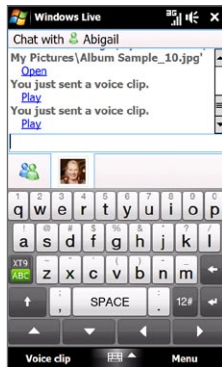
Adjust Windows Live™ settings.

Using Windows Live™ Messenger

With this mobile version of **Windows Live™ Messenger**, you can send and receive instant messages.

To sign in to Windows Live™ Messenger and start a conversation

1. Tap **Messenger** on the Windows Live™ screen.
2. Tap **Sign in** on the Messenger screen. Signing in may take several minutes, depending on your connection speed.
3. In the contact list, select an online contact, and then tap **Send IM** to open the message screen.
4. On the message screen, enter your message in the text field, then tap the Enter key on the on-screen keyboard to send the message. You can also do any of the following on the message screen:
 - To add an emoticon, tap **Menu > Add emoticon**, then tap an emoticon on the screen. The emoticon is attached to your message.
 - To send a file, tap **Menu > Send**, select the type of file (picture, voice clip, or any file), and then locate the file you want to send.
 - To invite one or more contacts to the conversation, tap **Menu > Options > Add participant**.
 - To send a voice message, tap **Voice clip** on the message screen, then start talking. When you have finished recording, tap **Send**.
5. To end the conversation with the current contact, tap **Menu > End conversation**.
6. To sign out, tap **Menu > Sign Out**.



To add a Windows Live™ contact

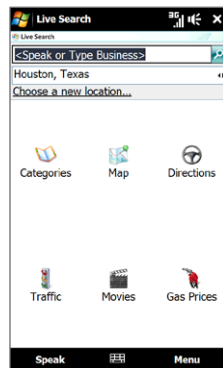
You can add new Windows Live™ contacts in Windows Live™ Messenger.

1. Tap **Menu** > **Add new contact**.
2. Enter the e-mail address of the contact, and then tap **OK**.

Using Windows Live Search

Windows Live™ Search is a separate program that offers you a fast and easy way to find and view maps and local information on your device. With Live Search, you can:

- Get up-to-date local information such as movies and gas prices.
- Find your location with or without using GPS.
- Search places by voice.
- Browse listings by category.
- Locate nearby restaurants, shopping centers, etc., and check for their street addresses and phone numbers.
- Browse listings by category.
- View maps and get directions for reaching a destination.
- View traffic information (US only at present).



To open and use Live Search

Tap **Start** > **Programs** > **Live Search**.

8.6 Using Your Device as a Modem (Internet Sharing)

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

Before you proceed

- Make sure your device has a SIM card installed, and your device has a GPRS/3G or dial-up modem connection.
- To set up your device as a USB modem, you must first install Windows Mobile Device Center or Microsoft ActiveSync version 4.5 or later on the computer.
- To use a Bluetooth connection, make sure your computer has built-in Bluetooth capability. If your computer does not have Bluetooth, you can connect and use a Bluetooth adapter or dongle.

Setting up your device as a USB modem

1. Connect the device to your desktop or notebook computer using the USB sync cable.
2. When the Connect to PC screen appears, select **Internet Sharing**, then tap **Done**.
3. In the **Network Connection** list, select the name of the connection that your device uses to connect to the Internet.
4. Tap **Connect**.

Using your device as a Bluetooth modem

To use your device as a Bluetooth modem for your computer, set up a Bluetooth Personal Area Network (PAN) between your device and your computer.

To set up Bluetooth PAN on your device

1. On your device, turn on Bluetooth and set it to visible mode. For instructions, see “To turn Bluetooth on and make your device visible” in Chapter 9.
2. Initiate a Bluetooth partnership from your device. For instructions, see “To create a Bluetooth partnership” in Chapter 9.
3. Tap **Start > Programs > Internet Sharing**.
4. Select **Bluetooth PAN** as the **PC Connection**.
5. From the **Network Connection** list, select the name of the connection that your device uses to connect to the Internet, and then tap **Connect**.
6. Set up Bluetooth PAN on your computer. For instructions, see “To set up Bluetooth PAN on your computer”.
7. On the Internet Sharing screen on your device, check whether a connected status message is displayed, which indicates that your computer has been successfully connected to the Internet using your device as a Bluetooth modem.

To set up Bluetooth PAN on your computer

For Windows Vista:

1. Click **Start > Control Panel > Network and Internet > Network and Sharing Center**.
2. Click **Manage network connections** and then under **Personal Area Network**, double-click **Bluetooth Network Connection**.
3. In the Bluetooth Personal Area Network Devices dialog box, select your device, and click **Connect**.

For Windows XP:

1. Tap **Start > Control Panel > Network Connections**.
 2. Under **Personal Area Network**, click the **Bluetooth Network Connection** icon.
 3. Under **Network Tasks**, click **View Bluetooth network devices**.
 4. In the Bluetooth Personal Area Network Devices dialog box, select your device, and click **Connect**.
- Note** If the Bluetooth adapter or dongle on your computer was installed using a third-party driver, open the Bluetooth software that came with the Bluetooth adapter/dongle to connect your computer and device via Bluetooth. Refer to the Bluetooth adapter/dongle documentation for more information.

Ending the Internet connection

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

Chapter 9

Bluetooth

9.1 Bluetooth Modes

Bluetooth is a short-range wireless communications technology. Devices with Bluetooth capabilities can exchange information over a distance of about 26 feet (eight meters) without requiring a physical connection.

Bluetooth on your device operates in three different modes:


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

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

To turn Bluetooth on and make your device visible


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

Tip You can also tap **Start > Settings > Connections** tab and then tap **Bluetooth**.

2. When prompted to turn on Bluetooth, tap **Yes**.
3. Tap the **Settings** tab (), and then tap **Not Discoverable**.

4. Tap the drop-down menu and then select **Always Visible**.

Note If you select **Visible for 60 seconds**, Bluetooth visibility will turn off automatically when the time elapses and your device has not yet connected to another Bluetooth device.


5. Tap **Done**. The  icon then appears in the title bar to indicate that the device is in visible mode.

Tip To easily switch Bluetooth off or back on, open the Comm Manager and then tap Bluetooth's OFF/ON slider. Your device remembers whether visible mode was previously enabled or disabled. If you did not disable visible mode, switching Bluetooth on in the Comm Manager also puts your device in visible mode automatically. For more information about using the Comm Manager, see Chapter 13.

9.2 Bluetooth Partnerships


A Bluetooth partnership is a relationship that you create between your device and another Bluetooth-enabled device in order to exchange information in a secure manner.

To create a Bluetooth partnership

1. On the Home screen, slide to the Settings tab, tap **Communications**, and then tap **Bluetooth**.
2. On the **Settings** tab (), tap **Add a device**.
3. Tap a Bluetooth device to connect with.
4. Specify a passcode, which can be 1 up to 16 characters, to establish a secure connection, and then tap **OK**.

Note Your device uses Bluetooth 2.1 with Secure Simple Pairing feature. If the other Bluetooth device you are pairing with also supports the same feature, the passcode will be automatically created and displayed on both devices. Both you and other party simply need to verify that the passcode is the same and tap **Yes** to establish the partnership.


5. After the receiving party accepts the partnership, the Bluetooth device name is shown on the screen, including all Bluetooth services that you can use with it. Select the check boxes of the Bluetooth services you want to use, and then tap **Done**.
6. If you selected to use the Bluetooth Serial Port service of the paired device, select a local serial port to assign for the paired device, and then tap **Continue**.

The connected Bluetooth device now appears in the **Devices** tab ().

Tip Tap **Properties** to change the paired device name. Tap **Menu > Update** to update the list of services that you can use with the paired device.

Creating a Bluetooth partnership between two devices is a one-time process. Once a partnership is created, the devices can recognize the partnership and exchange information without entering a passcode again.

To accept a Bluetooth partnership


1. Ensure that Bluetooth is turned on and in visible mode.
2. When prompted, enter or accept the passcode (the same passcode from the device requesting the partnership) to establish a secure connection.
3. Tap **OK**. The paired device now appears in the **Devices** tab (). You can now exchange information with the paired device.

Tip To delete a Bluetooth partnership, select the device's name on the **Devices** tab, then tap **Menu > Delete**. When prompted to confirm, tap **Yes**.

9.3 Connecting a Bluetooth Hands-free or Stereo Headset

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

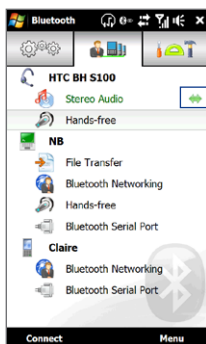
To connect a Bluetooth hands-free or stereo headset

1. Make sure that both your device and the Bluetooth headset are turned on and within close range, and that the headset is visible. Refer to the manufacturer's documentation to find out how to set the headset in visible mode.
2. On the Home screen, slide to the Settings tab, tap **Communications**, and then tap **Bluetooth**.
3. On the **Settings** tab (), tap **Add a device**.
4. Select the hands-free or stereo headset device in the list, then tap **Select**. Your device will automatically connect with the Bluetooth headset.

Note Your device will automatically try one of the preconfigured passcodes (0000, 8888) to pair with the Bluetooth headset. If this fails, you have to manually enter the passcode delivered with your headset.

5. When connected, the hands-free or stereo headset device is shown on the screen, including the Bluetooth services (Hands-free and Stereo Audio) that you can use with it. Make sure these services are selected, and then tap **Continue**.

The paired headset now appears in the **Devices** tab ().



The double arrowhead that is displayed to the right of a service indicates that the service is connected with your headset.

If you turn off your headset, the double arrowhead disappears to indicate that the service has been disconnected. Next time you turn on and use your headset again, you need to manually reconnect each service. Tap a service and then tap **Connect**.

9.4 Sending and Receiving Information Using Bluetooth

You can send the following types of information from your device to your computer or to another Bluetooth-enabled device: Outlook e-mail, contacts, tasks, notes, calendar items, audio files, ring tones, Images, and videos.



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

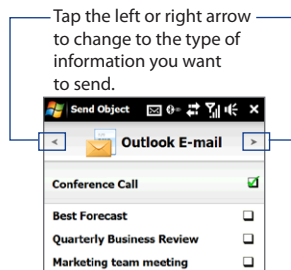
To send information from your device to a computer

1. Turn on Bluetooth on your computer and set to visible mode.

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

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

- a. On your computer, open **Bluetooth Devices** from the Control Panel, then click the **Options** tab on the **Bluetooth Devices** window.
 - b. For **Windows Vista**, select **Allow Bluetooth devices to find this computer**. For **Windows XP**, select **Turn discovery on** and **Allow Bluetooth devices to connect to this computer**.
 - c. Create a Bluetooth partnership between your device and computer. For instructions, see "To create a Bluetooth partnership".
 - d. In the **Options** tab of **Bluetooth Devices**, select **Show the Bluetooth icon in the notification area**.
 - e. To enable your computer to receive information via Bluetooth, right-click the Bluetooth icon  in the notification area at the bottom-right corner of your computer screen and select **Receive a File**. You are now ready to send/receive.
2. Turn on Bluetooth on your device and make your device visible. For instructions, see "To turn Bluetooth on and make your device visible".
 3. Create a Bluetooth partnership. For instructions, see "To create a Bluetooth partnership".
 4. Tap the **Accessories** tab (), and then tap **BT Send Object**.
 5. Select the type of information and then select the check boxes of items you want to send.
 6. Tap **Send**.
 7. Select the Bluetooth device to which you want to send the items, then tap **Select**.



8. If you sent Outlook E-mail messages, calendar items, tasks, or contacts to your computer and they are not automatically added to Outlook, select **File > Import and Export** in Outlook to import them.

To send information to a Bluetooth-enabled device such as another Windows Mobile-powered device, follow steps 2 to 7 in the above procedure.

Tip The default folder on your computer where sent items are stored may be C:\Documents and Settings\your_username\My Documents\Bluetooth Exchange Folder in Windows XP or C:\Users\your_username\My Documents\Bluetooth Exchange Folder in Windows Vista.

To send a file to another Bluetooth-enabled device



1. Tap **Start > Programs > File Explorer**.
2. Navigate to the folder that contains the file you want to send.
3. Tap and hold the desired file, and then tap **Send via Bluetooth**.
4. Select the name of the Bluetooth device, and then tap **Select**.

To receive information from another Bluetooth-enabled device

1. When you receive information such as calendar items, tasks, or contacts sent from another Bluetooth-enabled device, tap **Accept**.
2. After your device has finished saving the information, tap **Done**.

To change the folder for saving received files

Files that you receive from another Bluetooth-enabled device are saved in \My Documents on your device. You can change the destination folder for saving received files:

1. On the Home screen, slide to the Settings tab, tap **Communications**, and then tap **Bluetooth**.
2. On the **Settings** tab (), tap **Advanced**.
3. Scroll down and then tap **File Transfer**.
4. Tap **Search** ().

5. Select the new destination folder, and then tap **Select**.

Tip To save received files on your storage card when it is inserted on your device, select **Save files to storage card when present**. Files will be saved on the root folder of your storage card.


6. Tap **Done**.

9.5 Printing via Bluetooth

Connect your device to a Bluetooth printer to print your pictures.

Note Before you start printing, make sure to turn on the Bluetooth printer and turn on Bluetooth on your device. For instructions, see “To turn Bluetooth on and make your device visible” earlier in this chapter.

To print a picture

1. On the Home screen, slide to the Settings tab, tap **Communications**, and then tap **Bluetooth**.
2. Tap the **Accessories** tab (), and then tap **Print Images**. Your device then searches for pictures that are stored on your device and storage card.
3. Tap each picture that you want to select for printing. To select all pictures, tap **Menu > Select All**.

Tip To clear a selected picture, tap that picture again.
4. After you have finished selecting pictures, tap **Next**.
5. Select the name of the Bluetooth printer, and then tap **Select**.
6. Select the **Print Layout** to use, and then tap **Print**.

9.6 Connecting to Car Kit Phones

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

1. On the Home screen, slide to the Settings tab, tap **Communications**, and then tap **Bluetooth**.
2. Turn Bluetooth on and set your device to visible mode. For instructions, see “To turn Bluetooth on and make your device visible” earlier in this chapter.
3. On the **Settings** tab (⚙️), tap **Advanced**.
4. Scroll down and tap **SIM Access**.
5. Select the **Enable SIM Access Profile (SAP)** check box, and then tap **Done**.
6. Connect the car kit phone to your device via Bluetooth. For instructions, refer to your car kit phone’s manual.
7. If this is the first time you are pairing the car kit phone with your device, enter the car kit phone’s passcode on your device.
8. A pop-up message should appear on your device saying that a connection has been established between your device and car kit phone. Tap **OK**.

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

Chapter 10

Navigating on the Road

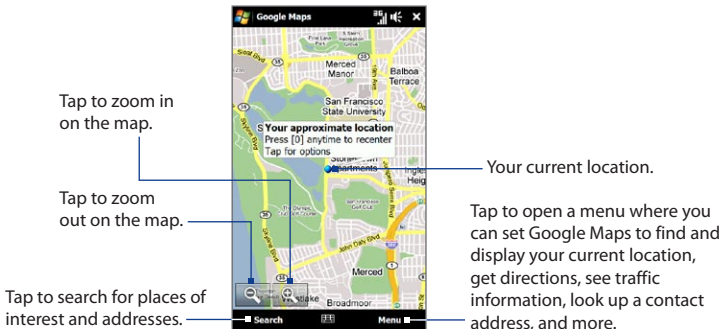
10.1 Google™ Maps

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

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

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

The Google Maps screen



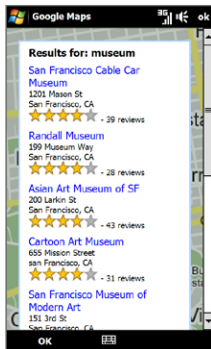
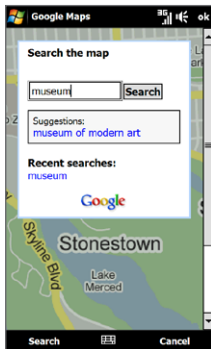
- Notes**
- Currently, traffic information is only available for the U.S.
 - Tap **Menu > Options > Reset Google Maps** to reset the Google Map cookies, history of search terms, preferences, and image cache.
 - Tap **Menu > Help > Tips** to learn more about the program and its many features.

Search for a place of interest

You can easily search and locate a place of interest such as hotels, restaurants, and other places using Google Maps. Google Maps can also show details on how to contact and reach the place of interest from your current location.

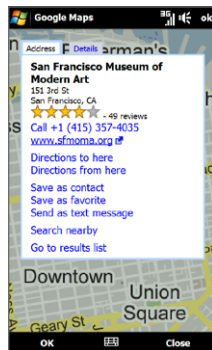
Note You can also enter keywords, street addresses, or postal codes when searching places using Google Maps.

- On the Google Maps screen, tap **Search**.
- Enter the place of interest you want to find, and then tap **Search**.
- Search results will then be listed. Tap the desired place from the list to view its address, phone number, and other details.



4. On the **Address** tab, you can:

- Tap the web address to go to the web site of the place of interest.
- **Note** This information only appears when the web site of the place of interest is available.
- Tap the **[phone number]** to call the place of interest that you have selected.
- Tap **Directions to here** or **Directions from here** to get directions on how to get to the place of interest from your current location or vice versa.
- Tap **Search nearby** to search for other places of interest near your current location.
- Tap **Send as text message** to send the contact information of the place of interest in a text message.



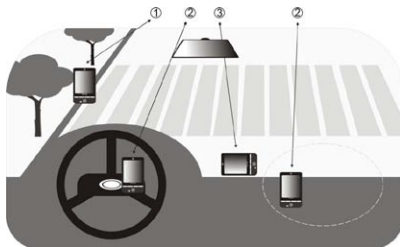
For more information about Google Maps, you can visit the following web site:
<http://www.google.com/gmm/index.html>.

10.2 Guidelines and Preparation for Using GPS

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

- When using GPS navigation software in the car, always plot your GPS route before starting to drive. Do not try to configure the GPS navigation software while driving.
- The plotted GPS route is only for driving reference. It should not interfere with actual driving behavior.

- Do not leave your device in a vehicle or expose the device to direct sunlight to avoid overheating the battery, which could pose damage to the device or risk to the vehicle.
- When using the device inside a vehicle, use the car holder to mount the device securely in place. Avoid placing the device in the areas shown in the following diagram:



- 1 Do not place where it will block the driver's vision.
 - 2 Do not place where air bags could deploy.
 - 3 Do not place anywhere in the vehicle without securing the device in the holder.
- Use the GPS system cautiously. Users shall be liable for any damages resulting from negligent operation of the system.
 - The GPS signal cannot pass through solid non-transparent objects. Signal reception may be affected by obstructions such as high-rise buildings, tunnels, bridges, forests, weather (rainy or cloudy days), etc. If the vehicle's visor contains metal, it will be difficult for the GPS signal to pass through.
 - Other nearby wireless communication products (such as mobile phones or radar-detecting devices) may interfere with the satellite signal, resulting in unstable signal reception.

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

10.3 Downloading Location Data via QuickGPS

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

To open QuickGPS

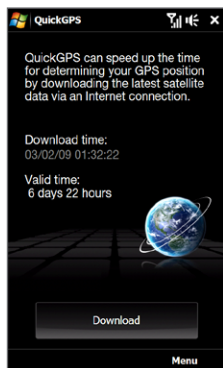
Tap **Start > Programs > QuickGPS**.

To download GPS data

Tap **Download** on the QuickGPS screen.

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

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



Changing the download options

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

- **Remind me when data expires.**
Display a message when ephemeris data expires.
- **Auto download when data expires.**
Automatically download ephemeris data when it expires.
- **Auto download when connected to PC via ActiveSync.**
Automatically download ephemeris data when it is connected to your computer via ActiveSync. Your computer must be connected to the Internet to download ephemeris data.
- **Exit QuickGPS after downloading.**
Close QuickGPS after satellite data is downloaded.


Chapter 11

Camera and Multimedia

11.1 Taking Photos and Videos

Use **Camera** to take photos and record video clips.



To open the Camera screen



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





To close the Camera

Tap the On-screen control button () , and then tap .

Changing the capture mode

Tap  , then tap the capture mode icon ( — the icon displayed is based on the current capture mode). On the menu, tap the capture mode you want to use.

Icon	Capture Mode
	Captures standard still images.
	Records video clips, with or without audio.




Icon	Capture Mode
 Panoramic	Captures still images continuously in one direction, and then stitches them to create a panoramic view of a scenery.
 Video Messaging	Records video clips suitable for sending via multimedia messages.
 Contacts Picture	Captures a still image that you can assign as a contact picture.
 Picture Frames	Captures still images and places them within frames.

Using the focus

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

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

Auto-focus



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

Touch Focus

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

Note To disable Touch Focus, see “Setting advanced options” in this chapter.

To use Touch Focus:

1. Set the Camera to Photo or Contacts Picture mode.
2. Touch the area on the screen that you want to focus. The Touch Focus indicator () positions itself on the selected area.
Note If you tap outside the effective focus area, a white box appears to indicate the area where you can use Touch Focus.
3. Touch  to activate auto-focus on the selected area and take the photo. See “Auto-focus” in this chapter for more information.

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






Capturing photo or recording video

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


- In **Photo** or **Contacts Picture** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the shot.
- In **Video** or **Video Messaging** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically starts recording. Touch the Virtual camera button again to stop recording.
- In **Picture Theme** or **Panorama** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the first shot. Do the same for each shot you need to take.

The Review screen

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

Icon	Function
	Return to the live Camera screen.
	View the captured image or play the captured video in Album. See "Viewing Photos and Videos Using Album" in this chapter.
	Delete the captured image or video.
	Send the captured image or video in a multimedia message or e-mail message.
	After capturing in Contacts Picture mode, tap to assign the photo to a contact.

On-screen controls



Tap  to display the on-screen controls.








- 1 Album.** Open the Album program. See "Viewing Photos and Videos Using Album" for details.
- 2 Capture mode.** See "Changing the capture mode" for details.
- 3 Touch Focus / Auto-focus indicator.** See "Using the focus" for details.

- 4 **Menu.** Open the Menu Panel. See “Menu Panel” for details.
- 5 **Virtual Camera button.** Activates the auto-focus and functions as the shutter release button.
- 6 **Template Selector icon.** In Picture Theme mode, tap to select another frame.
- 7 **Progress indicator.** In Picture Theme and Panorama modes, this shows the number of consecutive shots.

Menu Panel

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

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

Icon	Function
	Select the white balance setting according to the current lighting condition to capture colors more accurately.
	Open the Brightness bar and adjust the brightness level. Tap outside the Brightness bar to apply the change.
	Set the ISO level manually to 100 , 200 , 400 , or 800 , or set it back to AUTO . Higher ISO numbers are better for taking pictures in low light conditions. Note The camera automatically adjusts the ISO level up to 400 only.
	Set the self-timer to 2 seconds , 10 seconds , or Off when in Photo or Contacts Picture mode.
	Open the advanced camera settings. See “Setting advanced options” for details.

Zooming

Before capturing a photo or a video clip, you can zoom in or out on your subject. To zoom in or out, slide your finger up or down on the Zoom bar while holding the device sideways. While you are sliding your finger on the Zoom bar, the level of zoom is shown on the zoom control bar on the screen.



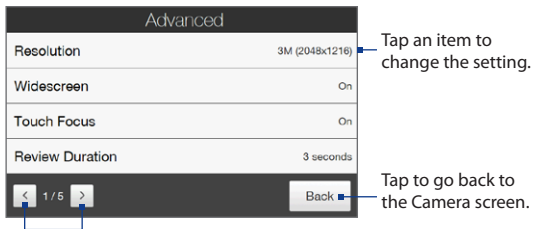
The camera zoom range for a photo or a video clip depends on the capture mode and resolution. Refer to the table for more information.

Capture mode	Resolution		Zoom range
Photo	3M	Normal: 2048 x 1536 Widescreen: 2048 x 1216	1.0x to 1.6x
	2M	Normal: 1600 x 1200 Widescreen: 1600 x 960	1.0x to 1.6x
	1M	Normal: 1280 x 960 Widescreen: 1280 x 768	1.0x to 1.6x
	L	Normal: 640 x 480 Widescreen: 640 x 384	1.0x to 1.6x
	M	Normal: 320 x 240	1.0x to 3.2x
		Widescreen: 320 x 192	

Capture mode	Resolution	Zoom range
Video	CIF 352 x 288	1.0x to 1.6x
	L 320 x 240	1.0x to 1.6x
	M 176 x 144	1.0x to 1.6x
	S 128 x 96	1.0x to 1.6x
Video Messaging	M 176 x 144	1.0x to 1.6x
	S 128 x 96	1.0x to 1.6x
Panorama	L 640 x 480	1.0x to 1.6x
	M 320 x 240	1.0x to 3.2x
Contacts Picture	M 272 x 272	1.0x to 3.2x
Picture Theme	Determined by the current template	Depends on the size of the selected template

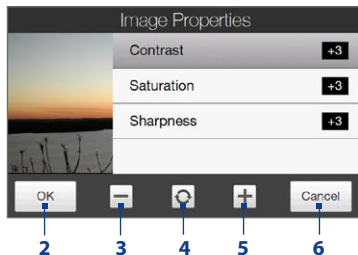
Setting advanced options

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



Tap to navigate through the Advanced option screens.

- **Resolution.** Select the resolution to use.
- **Widescreen** (Photo mode). When **On** (default) you can use the entire screen as viewfinder. Refer to the zoom table for the resolution when Widescreen is **On**.
- **Touch Focus** (Photo and Contacts Picture modes). Enables or disables the Touch Focus function. Touch Focus is **On** by default.
- **Review Duration.** Set the time for a captured photo/video to remain on the Review screen.
- **Quality.** Select the image quality level for captured photos.
- **Capture Format** (Video and Video Messaging modes). Select the file format for recorded videos.
- **Time Stamp** (Photo mode). Include the date and time on captured photos.
- **Storage.** Select where to save photos and videos. You can either save the files to the main memory, or to a storage card if available.
- **Keep Backlight.** Turn the backlight on or off. This overrides your device backlight settings while you are using the camera.
- **Shutter Sound.** Play a shutter sound when you tap the Virtual Camera button.
- **Image Properties.** Adjust the image properties.



- 1 Tap a property to adjust.
- 2 Save the settings.
- 3 Decrease the value.
- 4 Reset all properties to default.
- 5 Increase the value.
- 6 Close the Image Properties screen without applying and saving the changes.

- **Effect.** Apply a special effect to your photos or videos.

- **Metering Mode.** Select a metering mode to allow the camera to measure the amount of light and calculate the best-fit exposure value before capturing.
- **Prefix.** The file name of a newly captured photo or video is set to “IMAGE” or “VIDEO” followed by a sequential number, for example: IMAGE_001.jpg. You can also choose the current date or date and time as the file name prefix.


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

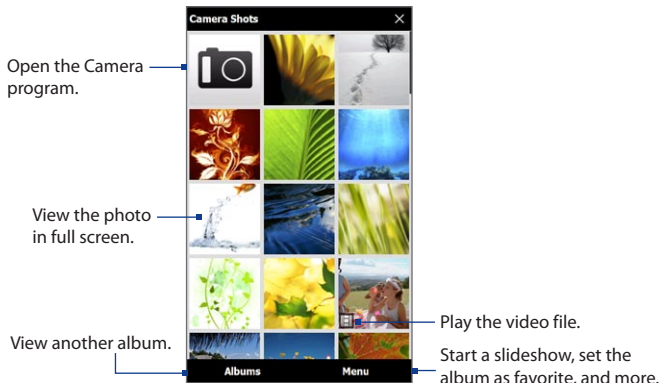
- **Counter.** Reset the file naming counter back to 1.
- **Flicker Adjustment.** When taking indoor shots under fluorescent lighting, keep this setting on **Auto** or change it to the proper frequency (**50Hz** or **60Hz**) of the power in your country to reduce flicker.
- **Grid** (Photo mode). Show a grid on the screen so you can easily frame and center your subjects.
- **Record with Audio** (Video or Video Messaging mode). Select **On** to record videos with audio, or **Off** to record videos without audio.
- **Recording Limit** (Video mode). Set the maximum duration or file size for recording video.
- **Template** (Picture Theme mode). Select a template.
- **Template Folder** (Picture Theme mode). By default, templates are stored in the \My Documents\Templates folder on the device’s **Main Memory**. If you transferred some templates to a storage card, set this option to **Main + Card**.
- **Show Reminder** (Contacts Picture mode). Select **On** if you want the Camera to prompt you to assign the captured picture to a contact.
- **Direction** (Panorama mode). Choose the direction in which to stitch the photos in a panorama.
- **Stitch Count** (Panorama mode). Select the number of shots to take and stitch into a panorama.

11.2 Viewing Photos and Videos Using Album

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

To open Album

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



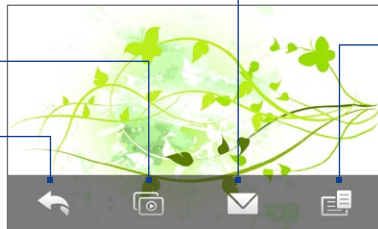
Viewing photos

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

Send the photo in an e-mail or multimedia message.

Start the slideshow.

Return to the previous screen.



Save the photo as a contact picture, save the on-screen image as a new file, and more.


To view the next or previous photo in the album

When you are holding your device upright, view the next or previous photo by swiping your finger up or down the screen.


When you turn your device sideways, view the next or previous photo by swiping your finger left or right across the screen.

To zoom in or out on an photo

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

- Tips**
- Use the zoom bar to zoom in on the center of the photo. Slide your finger to the right of the zoom bar to zoom in. Slide to the left of the zoom bar to zoom out.
 - When you zoom in on a photo, tap and hold the screen to pan and view other areas of the photo. When you zoom in on a photo, tap the screen, tap  and then select **Save Screen Image** to save the zoomed in photo as a new file.

To view a slideshow of photos in the current album

While viewing a photo, tap the screen, and then tap .

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

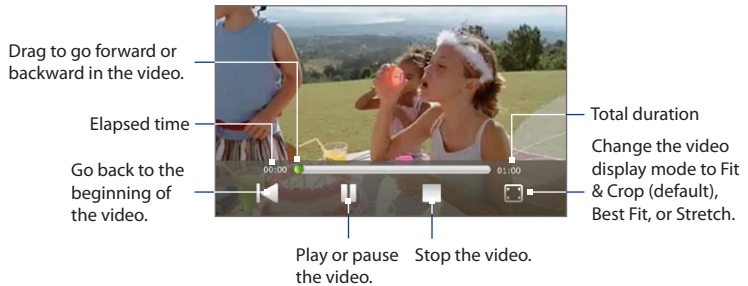
During the slideshow, tap the screen to show the playback controls.




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

Playing videos

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



Closing Album

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

Tap  on the main Album screen to close Album.

11.3 Using Windows Media® Player Mobile

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

To open Windows Media® Player Mobile

Tap **Start > Programs > Windows Media**.

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

Playing media

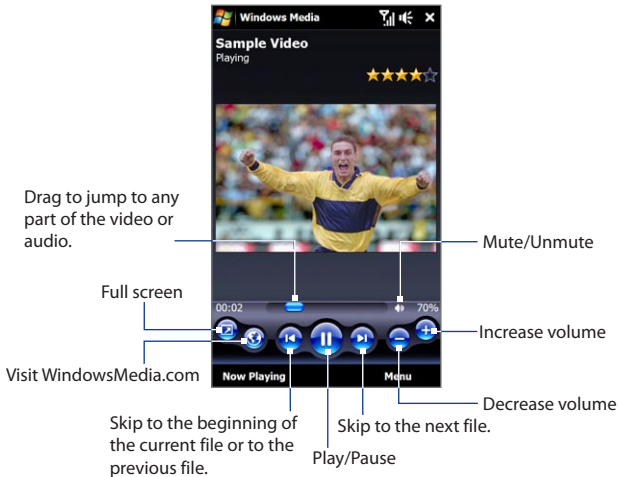
To update the Library

In most cases, Windows Media® Player Mobile automatically updates the library. However, you can manually update the library to ensure that it contains new files that you recently copied to your device or to the storage card. Tap **Menu > Update Library** to manually update the library list.

To play audio and video files

1. On the Library screen, tap the Library arrow (near the top of the screen), then tap the media storage that you want use, for example, **Storage Card**.
2. Select a category (for example, My Music or My Playlists).
3. Tap and hold the item that you want to play (such as a song, album, or artist name), and then tap **Play**.

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



Synchronizing video and audio files

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

To automatically synchronize content to your device

1. On your computer, open Windows Media® Player, then connect your device to your computer.
2. In the Device Setup Wizard, select **Yes, search my computer now.**

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

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

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

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

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

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

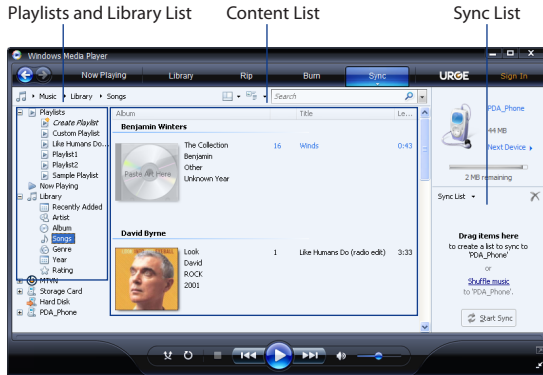
Note On the Device Setup dialog box, make sure that the **Sync this device automatically** check box is selected.

6. Click **Finish**.

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

To manually synchronize content to your device

1. If you have not set up media synchronization between your device and computer, follow steps 1 to 3 in "To automatically synchronize content to your device".
2. Click the **Sync** tab on the Windows Media® Player of your computer. Select a Playlist or a Library on the left panel of the Windows Media® Player.
3. From the Content List, drag the media files that you want to sync to your device and drop them to the Sync List.



4. Click **Start Sync** to start synchronizing the selected files to your device.

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

Creating playlists

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

To save a new playlist

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

3. Select a media file that you want, then tap **Menu > Queue Up**. This adds the file to the Now Playing list. Repeat this step until you have added all desired media files to the Now Playing list.

Note You cannot select multiple files simultaneously.

4. After adding the media files, tap **Menu > Now Playing**.
5. On the Now Playing screen, tap **Menu > Save Playlist**.
6. Enter the playlist name, then tap **Done**.
7. To play back the playlist you created, tap My Playlists in the Library, select your playlist, then tap **Play**.

Troubleshooting

For troubleshooting information, visit the following web site:

<http://www.microsoft.com/windowsmobile/en-us/help/more/windows-media-player.msp>

Chapter 12

Programs

12.1 Managing Programs

Launching a program

- On the Home screen, slide to the Programs tab and then tap **All Programs**. Or,
- Tap **Start > Programs**.

Scroll down the screen by swiping your finger upward and then tap a program to open it.

Installing a program

You can install or uninstall additional programs. Your device does not allow you to uninstall most of the preinstalled programs.

Note Before you purchase additional programs, make sure that they are compatible with your device.

Before you launch the program installer, check first whether the installer can directly run on Windows Mobile or needs to be run on a computer.

To install a program directly on your device

1. If the installer is a .cab file, directly download or copy it to your device.
2. On your device, open File Explorer and navigate to the installer file.
3. Tap the file to launch the installer.

4. Choose whether to install the program into the main memory or your storage card, if you have the storage card inserted on your device.
5. Wait for the installation to complete.

Note You may be prompted to restart your device after installation is completed.

To install a program from your computer

1. If the installer is an .exe file such as Setup.exe, most likely, the installer needs to be run on a computer. Download or copy it to your computer.
2. Connect your device to your computer using the USB cable, and then double-click the installer file on your computer to launch the installer.
3. Follow the on-screen instructions on your computer and your device to complete the installation.

To uninstall a program

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Remove Programs**.
3. In the **Programs in storage memory** list, select the program you want to remove, and then tap **Remove**.

12.2 Adobe® Reader® LE

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

To open Adobe Reader LE







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

To open a PDF file on your device

- Open a PDF file in Adobe Reader LE; or
- Open File Explorer, find the PDF file, then tap the file to open it.

To navigate through a PDF document

You can use the controls in the program and finger gestures to navigate a PDF document.

- To zoom in, tap . To zoom out, tap .
- While zoomed in, you can pan the current page by dragging your finger on the screen.
- Tap  to return to the previous page; tap  to move to the next page. Tap  to jump to the first page; tap  to jump to the last page.
- Tap **Tools > Go To > Page Number** to enter a page number that you want to view.

For more information about using Adobe Reader LE, tap **Start > Help** while you are on the Adobe Reader LE screen.

12.3 Contacts

Contacts is your address book for people and businesses you communicate with. You can add **Outlook contacts** from your device or synchronized with your PC or the Exchange Server, **SIM contacts** stored on the SIM card, or **Windows Live™ contacts**.

Note You can only add Windows Live™ contacts after you have set up Windows Live™ on your device. See “Using Windows Live™” in Chapter 8.

To open the Contacts screen

Tap **Start > Contacts**.

Adding new contacts

To add a contact on your device

1. On the Contacts screen, tap **New**, select **Outlook Contact**, and enter the contact information.
2. In the **File as** field, choose how you want the contact name to appear in the contact list.
3. To add a photo of the contact, tap **Select a picture**, and then select the picture file or tap **Camera** to take a photo of the contact.
4. To assign a ring tone to the contact, tap the **Ring tone** field, scroll through the list of tones, then select a desired tone.
5. When finished, tap **OK**.

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

To add a contact to your SIM card

1. On the Contacts screen, tap **New**, then select **SIM Contact**.
2. Enter a contact name and phone number, and then tap **OK**.

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

Organizing and searching contacts

To group similar contacts

For easier contact management, you can group contacts by assigning them into categories.

1. Create a new Outlook contact or edit an existing Outlook contact.
2. Tap **Categories**.
3. Select a preset category such as Business or Personal, or tap **New** to create your own category.
4. When finished, tap **OK**.

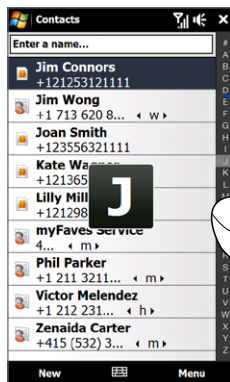
To find a contact on your device

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

- Begin entering a contact name in the provided text box until the contact you want is displayed.
- On the Quick Scroll bar on the right of the Contacts screen, scroll to or tap a letter to go directly to the part of the contacts list where contact names start with that letter.

Note You can disable the Quick Scroll bar by tapping **Menu > Options** and selecting the **Show alphabetical index** check box. This shows the alphabetical index at the top of the Contacts list.

- Filter the list by categories. In the contact list, tap **Menu > Filter**, then tap a category you've assigned to a contact. To show all contacts again, select **Menu > Filter > All Contacts**.



Quick
Scroll
bar

Sharing contact information

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

To send contact information via Bluetooth

1. Tap and hold a contact on the Contacts screen.
2. Tap **Send via Bluetooth**, then select the device where to send the contact.

Note Before sending, make sure Bluetooth is turned on and set to visible mode on your device and the target mobile device. You can also send contact information to your computer. See Chapter 9 for details.

To send contact information via text messaging

1. Tap and hold a contact on the Contacts screen.
2. Tap **Send Contact > Text/Multimedia**.
3. Select the contact information you want to send, and then tap **Done**.
4. In the new text message, enter the mobile phone number of the recipient, and then tap **Send**.

12.4 JBlend

Use **JBlend** to download, install and manage MIDlets or MIDlet suites on your device. MIDlets are Java applications such as games and tools that can run on mobile devices, while a MIDlet suite is a collection of one or more MIDlets. Your device supports Java 2 Micro Edition (J2ME).

To open JBlend

Tap **Start > Programs > JBlend**.

Installing and launching MIDlets/MIDlet suites

To download and install from the Internet

1. Open an Internet browser, such as Internet Explorer Mobile.
2. Navigate to the web page with the link for the MIDlet/MIDlet suite you want to download, and tap the link.
3. Follow the onscreen instructions to install and run the MIDlet/MIDlet suite.

To install from your device

You can copy MIDlets/MIDlet suites from your PC to your device using the USB sync cable or Bluetooth connection.

1. On the JBlend screen, tap **Install > Local Install**. The program then searches for MIDlets/MIDlet suites on your device and displays them in a list.
2. From the list, tap the MIDlet/MIDlet suite that you want to install.
3. Follow the onscreen instructions to install and run the MIDlet/MIDlet suite.

To run a MIDlet/MIDlet suite

On the JBlend screen, open the folder that contains the MIDlet/MIDlet suite, and then tap the MIDlet/MIDlet suite.

Managing MIDlets/MIDlet suites

You can update MIDlets/MIDlet suites, or uninstall them to free up memory space.

To update a MIDlet/MIDlet suite

1. On the JBlend screen, tap the Input Panel icon, and then tap the up/down navigation keys on the on-screen keyboard to select the MIDlet/MIDlet suite that you want to update.
2. Tap **Menu > Application > Update Info**. JBlend then searches for updates for the selected MIDlet/MIDlet suite.

To uninstall a MIDlet/MIDlet suite

Before you uninstall a MIDlet, make sure that it is not running.

1. On the JBlend screen, tap and hold the MIDlet, and then tap **Delete**.
2. Tap **Yes** to confirm.

Note To uninstall all MIDlets and folders, tap **Menu > Application > Delete All**.

12.5 JETCET Presentation

If you are away from your office and urgently need to make a presentation, you can use JETCET Presentation to create a PowerPoint file and present it from your device.

JETCET Presentation also allows you to open and display presentations that were created in Microsoft PowerPoint 97, PowerPoint 2000, PowerPoint 2002 (XP), or PowerPoint 2003.


Opening JETCET Presentation

Tap **Start > Programs > JETCET Presenter**.

Creating a new presentation

When you open JETCET Presentation, the main screen displays a folder tree. Tap **Menu > Cancel** first and then tap **Menu > File > New** to create a new presentation. You can then enter text, insert graphics, and add more slides.

To add text to a slide

1. Tap **Edit > Shape > Insert**, tap , and then tap **OK**.
2. Drag your finger or stylus to draw a text box on the slide.
3. While the text box is selected, set the font type, size and style first and then start entering your text using the hardware keyboard or on-screen keyboard.
4. While the text box is selected, tap **Menu > Paragraph** and then set the paragraph alignment, indentation, and line spacing.

Tip To format the text with automated bullets or numbering, tap **Menu > Paragraph > Bullets**.

5. To modify the properties of the text box, select the text box and then tap **Edit > Shape > Modify**. You can change the fill color, add or remove the border, and more. To wrap text inside the text box, tap the Text Box tab and then select the Word wrap text in AutoShape check box.

To edit text

1. Select the text box that contains the text you want to edit.
2. Tap **Edit > Text > Modify** and then change your text. Tap within the text region to place the cursor exactly where you want to start editing.

To insert an object shape

1. Tap **Edit > Shape > Insert**.
2. Tap an object, for example, an arrow, from the **Autoshape Objects**.
3. Drag on the slide to draw the select shape.

Tip To insert a picture, tap **Edit > Shape > Picture**.

To add and edit slides

1. Tap **Edit > Slide > New** to add a new slide.
2. To change the background color of a slide, tap **Edit > Slide > Background**.
3. In **Background fill**, tap **Fill Effects** to apply a gradient or tap **More Colors** to choose a solid color.
4. Tap **Apply** to change the background color of the current slide, or tap **Apply to All** to change all slides.
5. To apply a transition effect to the slides, tap **Edit > Slide > Transition**.
6. In **Effect**, select the type of transition effect to use and then select a speed.
7. Choose whether to advance slides on mouse click or automatically. If you select to auto-display slides, set the time delay.
8. To make the changes to the current slide only, tap **Apply**. For the changes to affect all slides in the presentation, tap **Apply to All**.

To save the presentation

If this is your first time to save your presentation, tap **Menu > File > Save As** and then enter a new file name.

To save changes made to your presentation, tap **Menu > File > Save**.

Displaying the presentation

You can connect your device to a large-screen display such as a television and show your presentation to an audience as a full-screen slideshow. For more information about connecting your device to a large-screen display, see “Connecting to an External Display” in Chapter 13.

To display the presentation as a slideshow

1. Tap the PowerPoint file in the folder tree to open the file, or tap **File > Open** and then tap the PowerPoint file.
2. Tap **Menu > Show > Set Up Show**. Select whether to advance slides **Manually** or **Using timings, if present**, and then tap **OK**.
3. Tap **Menu > Show > View Show**. The presentation is then displayed in landscape and in full screen.
4. Slide open the hardware keyboard. If you have set up the slideshow to advance manually, press the right arrow key to advance one slide forward and the left arrow key to go back one slide.

Another way to advance one slide forward is to tap the screen.

You can also tap the arrow watermark at the lower-left corner of the screen to open a selection menu, then tap **Next** or **Previous** to move between slides.




Arrow watermark



To exit the slideshow

Tap the arrow watermark, tap the down arrow to scroll down the selection menu, and then tap **End Show**.

For more information about using JETCET Presentation, tap  on the toolbar of JETCET Presentation to view the program help.

12.6 Microsoft® Office Mobile

Microsoft® Office Mobile consists of the following applications:

- **Microsoft® Office Excel® Mobile** lets you create and edit Excel workbooks and templates on your device.
- **Microsoft® Office OneNote® Mobile** lets you create notes with text, photos, and voice recordings for synchronization later with Microsoft® Office OneNote® 2007 on your computer.
- **Microsoft® Office PowerPoint® Mobile** allows you to view (not create) slide show presentations in *.ppt and *.pps formats.
- **Microsoft® Office Word Mobile** lets you create and edit documents and templates in Word Mobile and save them as *.doc, *.rtf, *.txt, and *.dot files.

To use Microsoft Office Mobile

Tap **Start > Office Mobile**, and then tap the Office Mobile application that you want to use.

Word Mobile and Excel Mobile do not fully support some features of Microsoft® Office Word and Microsoft® Office Excel®. To find out which features are not supported, tap **Start > Help** and then search for “unsupported” in the Help.

- Tips**
- By default, Word Mobile saves documents in **.docx** format, while Excel Mobile saves workbooks in **.xlsx** format. If you want to open these types of files on a computer that uses Microsoft Office 2000, Office XP, or Office 2003, you need to download and install the **File Format Converter** in your computer. Download the File Format Converter at <http://www.microsoft.com/downloads/>.
 - If you want Word Mobile to save documents in **.doc** format, tap **Menu > Tools > Options** (or **Menu > Options** when no document is opened), then change the **Default template** to **Word 97-2003 Document (.doc)**.
 - If you want Excel Mobile to save workbooks in a format that is compatible with Microsoft Office 2000, Office XP, or Office 2003, tap **Menu > Options** (with no workbook opened), then change the **Template for new workbook** to **Blank 97-2003 Workbook**.

12.7 SIM Manager

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

To create a contact on your SIM card

1. Tap **Start > Programs > SIM Manager**.
2. Tap **New** and enter the contact name and phone number.
3. Tap **Save**.

Tip To change contact information on your SIM card, tap a SIM contact, edit the information, and then tap **Save**.

To copy SIM contacts to your device

If you have saved contacts on your SIM card, you can copy them into Contacts on your device.

1. On the SIM Manager screen, select the desired contact, or select all SIM contacts by tapping **Menu > Select All**.
2. Tap **Menu > Save to Contacts**.

To copy contacts to the SIM card

Only one phone number per contact name can be stored on a SIM card.

1. On the SIM Manager screen, tap **Menu > Contacts to SIM**.
2. Select the check boxes of the contact's phone numbers that you want to copy to your SIM card, then tap **Save**.

When you copy a contact that has several phone numbers to your SIM card, SIM Manager separately saves each number by appending an indicator at the end of each name.

By default, /M, /W, and /H are appended to indicate mobile, work, and home phone numbers respectively. To edit the default indicators and to select which other types of numbers to save to the SIM card, tap **Menu > Tools > Options**.

12.8 Voice Command

Voice Command lets you make phone calls, open programs, play back music, get calendar information, and more, just by using your voice. It only responds to a set of predefined commands and does not allow you to record your own commands.

This section gives a few examples on how to use Voice Command. For more information, see Voice Command Help. To access the Help, tap **Start > Settings > Personal tab > Voice Command** and then tap **Start > Help**.

To use Voice Command

1. Hold your device a few inches away from your mouth.
2. Press and hold the TALK/SEND button, then release when you see a **Microphone** icon on the title bar.
3. In a clear voice, say a command. For example, say "**Help**" to ask for information about using Voice Command.
4. Voice Command then asks you a question. Speak out your answer.

To place a call

You can call contacts that are stored on your device or SIM card, dial a phone number, redial, and place a return call.

1. Press and hold the TALK/SEND button, then release when you see a **Microphone** icon on the title bar.
2. In a clear voice, say one of the following commands:
 - “**Call** [contact name]” to call a device contact or SIM contact.
 - “**Dial** [number]” to dial a phone number.
 - “**Redial**” to repeat the last call made.
 - “**Callback**” to return the last call received.
 - “**Call** [contact name] at [location]” to call a contact at a specific number.
For example, say:

“**Call Ann at mobile**”

“**Call Ann at home**”

“**Call Ann at work**”

3. Voice Command will then confirm with you the contact or number to call. Say “**Yes**” or “**Correct**.”

Note If Voice Command is wrong about the contact or number to call, say “**No**” or “**Incorrect**” to try again.
4. Your device starts to call the contact or number.

To open a program

1. Press and hold the TALK/SEND button, then release when you see a **Microphone** icon on the title bar.
2. In a clear voice, say “**Start**”, “**Open**”, or “**Show**” then the program name.

To request information from your calendar

1. Press and hold the TALK/SEND button, then release when you see a **Microphone** icon on the title bar.
2. In a clear voice, ask for the information you want to retrieve. For example, say:
“What’s my next appointment?”
“What’s my next meeting?”
“What’s my schedule tomorrow?”

To request for date and time

1. Press and hold the TALK/SEND button, then release when you see a **Microphone** icon on the title bar.
2. In a clear voice, say “**What date is today?**”
3. Voice Command then tells you the current date.
4. Press and hold the TALK/SEND button again.
5. Say “**What time is it?**”
6. Voice Command then tells you the current time.

To use Voice Command with a Bluetooth headset



1. Make sure that both your device and the Bluetooth headset are turned on, set to visible mode, and a bluetooth partnership is created. See “Connecting a Bluetooth Hands-free or Stereo Headset” in Chapter 9 for details.
2. You can then activate Voice Command from your Bluetooth headset by pressing the VOICE DIAL button on the Bluetooth headset.

12.9 Voice Notes

Voice Notes lets you record your voice and quickly send it as a multimedia message or e-mail attachment, or set the recorded voice as your ring tone.

Note Voice Notes saves voice recordings in AMR-NB (Adaptive Multi-Rate Narrowband) format only. This is a common speech audio format used in mobile devices.

To record your voice

1. Tap **Start > Programs > Voice Notes**.
2. Hold the device's microphone close to your mouth.
3. Touch **Record** or  to start recording. Tap **Stop** or  to end the recording.


To select or create a folder where to save voice recordings

By default, all recordings are saved in the **My Voices** folder of the device. You can choose another folder or create a new folder to save your voice recordings.

Note If a storage card is installed before you open Voice Notes, the recordings are saved in the **My Voices** folder on the storage card by default.

1. Tap the arrow beside the folder name on the top-left of the screen.
2. In the menu that opens, choose an existing folder or touch **Add/Delete** to create a new folder.

To play back a voice recording

On the Voice Notes screen, touch a voice recording, or navigate to a voice recording and then tap **Play** ().

To send a voice recording in a multimedia message

Select a voice recording, then tap **Menu > Send via MMS**. A new multimedia message is then created with the voice recording automatically inserted as an audio clip.

See “Multimedia Messages” in Chapter 6 to learn how to compose and send multimedia messages.

To send a voice recording via e-mail

Select a voice recording, tap **Menu > Send**, and then select an e-mail account. This creates a new e-mail message with the voice recording inserted as a file attachment.

See “Creating and sending an e-mail message” in Chapter 6 to learn how to send an e-mail message.

To set a voice recording as ring tone

Select the voice recording, then tap **Menu > Set as Ringtone**.

Chapter 13

Managing Your Device

13.1 Copying and Managing Files

Copy files between your device and computer, or copy files to a storage card installed on your device. You can also efficiently manage your files and folders using File Explorer.

To copy files using Windows Mobile Device Center or ActiveSync

1. Connect your device to the computer.
2. Click **File Management > Browse the contents of your device** in Windows Mobile Device Center on your computer, or click **Explore** in ActiveSync on your computer. This displays the content of your device in Windows Explorer on your computer.
3. To copy a file from your device to your computer:
 - a. Browse the contents of your device, right-click the file you want to copy, and then click **Copy**.
 - b. Right-click a folder on your computer, and then click **Paste**.
4. To copy a file from your computer to your device:
 - a. Browse the folders on your computer, right-click the file you want to copy, and then click **Copy**.
 - b. Right-click a folder on your device, and then click **Paste**.

To manage files on your device using File Explorer

File Explorer lets you browse and manage the contents of your device. The root folder on the device is named **My Device**, and contains the following folders: My Documents, Program Files, Windows, and more.

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

To copy files to a storage card









1. Make sure that the storage card is properly installed on your device.
2. Connect the device to your computer using the USB cable, select **Disk Drive** on the Connect to PC screen, and then tap **Done**.
3. On your computer, navigate to the removable disk drive, and then start copying files to the storage card.
4. When finished, disconnect the device from your computer.




13.2 Settings on your Device

You can adjust the device settings to suit the way you work. Use the Settings tab to adjust basic device settings. See “Settings” in Chapter 3 for details.







To see all available settings, tap **Start > Settings**.












Personal tab





Icon	Description
	Buttons Assign a program or function to a hardware button or set the function you want to execute (for instance, lock the device) when you press and hold the END button.
	Input Set options for each of the input methods. For instance, you can set the device to play a sound or vibrate when you tap a Full QWERTY or Phone Keypad key.
	Keyboard Sliding Sound Select a sound to play when you open and close the hardware keyboard.
	Lock Set a password for your device.
	Menus Set which programs appear in the Start menu.
	myFaves Set options for the myFaves tab on the Home screen. See “myFaves” in Chapter 3 for details.
	Owner Information Enter your personal information on your device.
	Phone Customize phone settings such as the ring tone, or set a PIN number for your SIM card.

Icon	Description
	Sounds & Notifications Enable sounds for events, notifications, and more, and set the type of notification for different events.
	Today Customize the appearance of the Home screen and the information to display on it. Note You will not see the Today screen when the TouchFLO 3D Home screen is enabled. To display the Today screen, tap Start > Settings > Personal tab > Today > Items tab, and then clear the TouchFLO 3D check box.
	Voice Command Choose which functions you want to access by speaking out voice commands. See Chapter 12 for details.






System tab



Icon	Description
	About This is where you can see basic information such as the Windows Mobile® version and type of processor used on your device. You can also specify a name for your device.
	Auto Volume Control Automatically adjust the recording volume to an even level.
	Certificates See information about certificates that are installed on your device.
	Clear Storage Reset your device to factory default settings.
	Clock & Alarms Set the device clock to the date and time of your locale or to a time zone you are visiting. Alarms can also be set on specified days and times of the week.
	Customer Feedback Set your device to automatically send information about how you use Windows Mobile. By default, this option is disabled.

Icon	Description
	Device Information See information about the firmware version, hardware, identity, and the duration of calls made on your device.
	Encryption Encrypt files on your storage card. Encrypted files are only readable on your device.
	Error Reporting Enable or disable the device's error reporting function. When this function is enabled and a program error occurs, technical data about the state of the program and your computer is logged in a text file and delivered to Microsoft's technical support if you choose to send it.
	External GPS Set the appropriate GPS communication ports, if required. You may need to do this when there are programs on your device that access GPS data or you have connected a GPS receiver to your device.
	G-Sensor Recalibrate the G-Sensor of the device. Use this function when auto-rotate is not working properly.
	Managed Programs Displays the programs that were installed on your device using System Center Mobile Device Manager.
	Memory Check the device memory allocation and storage card information.
	Power Check the remaining battery power. You can also set the brightness of the backlight and the timeout for turning off the display (switching the device to Sleep mode) to conserve battery power.
	Regional Settings Set the regional configuration to use, including the format for displaying numbers, currency, date, and time on your device.
	Remove Programs Uninstall programs that you previously installed on your device.
	Screen Recalibrate the screen, apply ClearType to display text more clearly, and change the screen text size.

Icon	Description
	Task Manager Stop running programs and set the (X) button to end programs immediately when you tap the button. For more information, see “Using Task Manager” in this chapter.
	TouchFLO Set the device to vibrate when you tap the tabs, links, or other onscreen items of supported applications.
	TV Out Set the video standard to use when outputting to an external display.
	Windows Update Link to Microsoft’s web site and update Windows Mobile® on your device with the latest security patches or fixes, if they are available.

Connections tab

Icon	Description
	Advanced Network Turn HSPA on/off, set the GPRS authentication method, and set the line type to use when making a circuit switch data (CSD) connection. HSPA is a 3.5G digital data service that provides high-speed downstream/upstream data rates. Check with T-Mobile whether HSPA is supported in your area.
	Bluetooth Turn Bluetooth on, set your device to visible mode, and scan for other Bluetooth devices.
	Comm Manager Manage your device’s connections (including the phone, GPRS/3G, Wi-Fi, and Bluetooth) or turn the phone function on or off.
	Connections Set up one or more types of modem connection for your device, such as phone dial-up and GPRS/3G, so that your device can connect to the Internet or a private local network.
	Domain Enroll Enroll your device in your company’s domain to let System Center Mobile Device Manager manage the device. Ask your network administrator for more details.

Icon	Description
	USB to PC Set the type of USB connection to your PC. Select the ActiveSync option for synchronizing data, or use Disk Drive mode for transferring files.
	Wi-Fi Turn the Wi-Fi function on or off, scan for available wireless networks, see information about the active wireless network, and customize Wi-Fi settings.

13.3 Changing Basic Settings

Display settings

To manually adjust the screen brightness

By default, your device automatically adjusts the screen brightness according to the ambient lighting.

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Power > Backlight** tab.
3. Clear the **Auto adjust backlight** check box.
4. Adjust the brightness by dragging the slider under **On battery power** and **On external power**.

To automatically turn off the screen backlight when the device is not in use

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Power > Advanced** tab.
3. In **On battery power** and **On external power**, specify the time before the screen backlight turns off.

To increase or decrease the size of text on the screen

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

To re-calibrate the touch screen

The device touch screen is calibrated before shipment. Re-calibrate the touch screen if it does not accurately respond to screen taps.

1. While the device is on, press and hold the VOLUME UP and VOLUME DOWN buttons, and then tap the screen to open the align screen.
2. Follow the on-screen instructions to complete the calibration.

Device name

The device name is used to identify your device when synchronizing with a computer, connecting to a network, or restoring information from a backup.

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

To change the device name

1. Tap **Start > Settings**.
2. On the **System** tab, tap **About > Device ID** tab.
3. Enter the device name.

- Notes**
- The device name must begin with a letter, consist of letters from **A** to **Z**, numbers from **0** to **9**, and cannot contain spaces. Use the underscore character to separate words.
 - If you enroll your device to your company's domain, the device name will be changed to be the same as the one used to enroll the device.

Ringer settings

To change the ring type and ring tone

1. On the Home screen, slide to the Settings tab, and then tap **Sound**.
2. Scroll down and then tap **Ring Type**. Select the ring type you want to use, and then tap **Done**.
3. Tap **Ringtone**, and then select the ring tone you want to use.
4. Tap **Done**.

- Tips**
- You can use *.wav, *.mid, *.mp3, *.wma, or other types of sound files that you downloaded from the Internet or copied from your computer. For a complete list of supported audio file formats, see “Specifications” in the Appendix.
 - To use your sound files as ring tones, copy them first to the **/My Documents/My Ringtones** folder on your device, and then select the sound from the **Ring tone** list of your device. For more information about copying files, see “Copying and Managing Files” in this chapter.

To choose how to be notified about events or actions

1. On the Home screen, slide to the Settings tab, and then tap **Sound**.
2. Tap **Advanced**.
3. On the **Sounds** tab, choose how you want to be notified by selecting the appropriate check boxes.
4. On the **Notifications** tab, in **Event**, tap a ring type and ring tone for that event or action from the lists below.

- Tip** Turning off sound notifications helps conserve battery power.

Phone services

You can change the settings of various phone services for your device. Phone services may include Call Forwarding, Call Waiting, Voicemail, and more. Contact T-Mobile to find out about the availability of phone services for your device.

To access and change settings of phone services

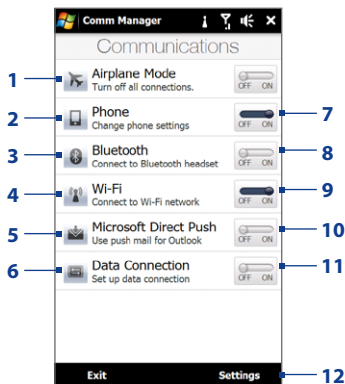
1. On the Home screen, slide to the Settings tab, and then tap **Communications**.
2. On the **Comm Manager** screen, tap **Phone > Phone services**.
3. Select the service you want to use, and then tap **Get Settings**.
4. Choose your desired options, and then tap **OK**.

13.4 Using Comm Manager

Comm Manager lets you easily turn on and off the communication features of your device such as the phone, Bluetooth, Wi-Fi, and data connection.


To access Comm Manager

- On the Home screen, slide to the Settings tab, and then tap **Communications**. Or,
- Tap **Start > Programs > Comm Manager**.



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| <p>1 Switch Airplane Mode on or off. See “Turning the Phone Function On and Off” in Chapter 2.</p> <hr/> <p>2 Access the phone settings and change the PIN codes, configure phone services, and more.</p> <hr/> <p>3 Connect a Bluetooth headset or other Bluetooth-enabled device. See Chapter 9 for details.</p> <hr/> <p>4 Connect to a wireless network. See Chapter 8 for details.</p> <hr/> <p>5 Open ActiveSync and adjust the push e-mail settings. See Chapter 7 for details.</p> <hr/> <p>6 Open Connection Setup and automatically configure your data connection settings.</p> <hr/> | <p>7 Switch the phone on or off. See “Turning the Phone Function On and Off” in Chapter 2.</p> <hr/> <p>8 Switch Bluetooth on or off. See Chapter 9 for details.</p> <hr/> <p>9 Switch Wi-Fi on or off. See Chapter 8 for details.</p> <hr/> <p>10 Switch between automatically receiving (as items arrive) or manually retrieving Outlook e-mail messages. See Chapter 7 for details.</p> <hr/> <p>11 Connect or disconnect active data connections (3G/GPRS, or EDGE).</p> <hr/> <p>12 Adjust the phone, Bluetooth, and Wi-Fi settings.</p> <hr/> |
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13.5 Using Task Manager

Task Manager lets you view and stop running programs, configure the  button, and enable the Quick Menu on the Home screen.

To open Task Manager



Tap the **Quick Menu** button on the top-right corner of the Home screen to open the Quick Menu, and then tap .

To configure the Exit () button

By default, running programs are shut down when you tap and hold the .

1. On the Task Manager screen, tap the **Button** tab.

Note When you clear **Enable the “X” button to end running programs**, tapping the Exit button only closes a program screen. The program is not ended and continues to run in the background.

2. Choose the action for shutting down programs (by tapping the , or by tapping and holding the .
3. Tap **OK**.

To add a running program to the exclusive list

If you add a running program to the **Exclusive Programs List**, it will not be closed when you tap **Stop Selected** or **Stop All** and will not be listed in the Quick Menu on the Home Screen.

1. On the Task Manager screen, tap the **Running** tab.
2. Tap and hold the program name, and then tap **Add Exclusive**.

Tip To remove a program from the exclusive list, tap and hold the program on the **Running** tab, then tap **Remove from Exclusive**.

13.6 Protecting Your Device

Protecting your SIM card with a PIN

You can protect your SIM card by requiring a PIN (personal identification number) every time the device is turned on. You will not be able to use the phone or the data connection until you enter the correct PIN.

To enable the SIM card PIN

1. Press the HOME button to return to the Home screen.
2. On the Home screen, slide to the **Settings** tab and then tap **Communications** to open the Comm Manager screen.
3. Tap **Phone** to open the Phone Settings screen, and then tap **PIN Code**.
4. Enter 1234 which is the preset PIN, tap **OK**, and then tap **OK** again.

- Tips**
- To change the PIN, tap **Change PIN** on the Phone Settings screen.
 - Emergency calls can be placed at any time, without requiring a PIN.

Protecting your device with a password

You can help keep your data more secure by requiring a password every time the device is turned on.

To set a device password

1. Tap **Start > Settings**.
2. On the **Personal** tab, tap **Lock**.
3. Select the **Prompt if device unused for** check box, then specify the idle time before the device requires a password.
4. In the **Password type** box, select the type of password you would like to use.

Tip If your device is configured to connect to a network, use an alphanumeric password for increased security.
5. Enter the password in both the **Password** and **Confirm** boxes.

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

- Notes**
- To ensure that you can always make emergency calls, do not begin your password with the digits of your local emergency number.
 - If you entered a hint, the hint will be displayed after the wrong password is entered five times.
 - Each time a wrong password is entered, the device response time gets longer until the device appears to be not responding.
 - If you forget your password, you can hard reset or clear the device memory. For more information about hard resetting the device and clearing the memory, see “Resetting Your Device” in this chapter.

Encrypting files on your storage card

You can set your device to encrypt files as they are saved on the storage card.

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Encryption**.
3. Select **Encrypt files when placed on a storage card**.

- Notes**
- Encrypted files can only be read on the device that encrypted them.
 - Encrypted files are opened just like other files, provided you are using the device that encrypted them. There is no separate step for you to take to read these files.

Important If **Encrypt files when placed on a storage card** is enabled, backup all files from the storage card **before** using Clear Storage, hard reset, or updating the operating system. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

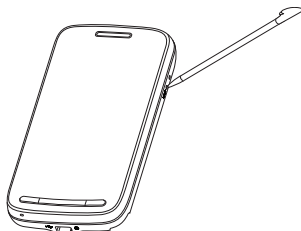
13.7 Resetting Your Device

Performing a soft reset

Perform a soft (normal) reset to clear all active program memory and shut down all active programs. This is useful when your device is running slower than normal, or a program is not performing properly. If a soft reset is performed when programs are running, unsaved work is lost.

To perform a soft reset

Use the stylus tip to press the RESET button at the right panel of your device.



Your device restarts and displays the Home screen.

Performing a hard reset

If a normal reset does not solve a system problem, you can perform a hard (full) reset. After a hard reset, the device is restored to its default settings—the way it was when you first purchased it and turned it on. You will lose any programs you installed, data you entered, and settings you customized on your device, and only Windows Mobile® software and other pre-installed programs will remain.

Warning! Your device will be set back to factory default settings. Make sure that any additional installed programs and/or user data have been backed up before you perform a hard reset.

Important If **Encrypt files when placed on a storage card** is enabled, backup all files from the storage card **before** using Clear Storage, hard reset, or updating the operating system. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

To perform a hard reset

1. With the device turned off, press and hold the TALK/SEND, END and POWER buttons until you see this message on the screen.

This operation will delete
all your personal data,
and reset all settings
to manufacturer default.
Press VolUp to restore
manufacturer default, or
press other keys to cancel.

2. Release the TALK/SEND, END and POWER buttons.
3. Press the VOLUME UP button to perform the hard reset, or press any other button to cancel the reset.

Using Clear Storage

If you can access the device settings, you can use Clear Storage to reset your device back to factory default settings.

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Clear Storage**.
3. Enter “1234” and then tap **Yes**.

13.8 Windows Update

Update Windows Mobile® with the latest security patches and fixes from Microsoft, if these are available.

To set up Windows Update

The first time you run Windows Update, you need to set up how you want Windows Update to check for updates.

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Windows Update**.
3. On the Update Setup screen, tap **Next**.
4. Choose how you want to check for updates, then tap **Next**.

Note If you select **Automatic**, you are asked if you want to use your current data plan to check for updates. Select or clear the **Use my data plan to check for and download updates** check box, and tap **Next**.

5. Tap **Finish**.

To check for updates

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Windows Update**.
3. Tap **Check Now**.

To change Windows Update options

1. Tap **Start > Settings**.
2. On the **System** tab, tap **Windows Update**.
3. Tap **Menu > Connections** to change how the device connects to the Internet when checking for updates, or tap **Menu > Change Schedule** to change how Windows Update checks for Windows Mobile® updates.

13.9 Connecting to an External Display

Your device has a TV output which can be connected to an external display, such as a TV monitor, that has an RCA cable socket. This allows you to output the device screen and audio to a big-screen display.

Note You need an HTC TV Out cable to be able to connect your device to an external display. The HTC TV Out cable is sold separately.

To connect the device to an external display

1. Turn off the external display.
2. Connect the ends (red, white, and yellow RCA plugs) of the HTC TV Out cable to the external display's RCA sockets.
3. Connect the mini-USB end of the HTC TV Out cable to the sync connector at the bottom of the device. The TV Out screen opens.

4. Choose the video standard to use when outputting the video and then tap **Done**.

For example, if your video is in the NTSC standard and you select PAL-M, TV Out will automatically convert your video to PAL-M before it outputs to the external display.

Note If you need to change the video standard option in the future, tap **Start > Settings > System tab > TV Out**.

5. Tap the type of media you want to output.
6. Turn on the external display and then switch it to the input signal that you connected the HTC TV Out cable to (for example, Video 1).

The screen orientation is always in landscape mode while your device is connected to the external display.

Appendix

A.1 Specifications

Processor	Qualcomm® MSM7200A™, 528 MHz
Operating System	Windows Mobile® 6.1 Professional
Memory	ROM: 512 MB RAM: 288 MB
Dimensions (LxWxT)	4.59 X 2.36 X 0.68 inches
Weight	6.61 ounces with battery
Display	<ul style="list-style-type: none">• 3.6-inch TFT-LCD touch-sensitive screen with 480 x 800 WVGA resolution• Adjustable tilt screen
Network	HSPA/WCDMA <ul style="list-style-type: none">• 1700/2100 MHz• Up to 2 Mbps up-link and 7.2 Mbps down-link speeds Quad-band GSM/GPRS/EDGE <ul style="list-style-type: none">• 850/900/1800/1900 MHz (Band frequency, HSPA availability, and data speed are operator dependent.)
Device Control	<ul style="list-style-type: none">• TouchFLO™ 3D• Zoom bar
Keyboard	Slide-out 5-row QWERTY keyboard
GPS	Internal GPS antenna

Connectivity	<ul style="list-style-type: none"> • Bluetooth® 2.1 with Enhanced Data Rate and A2DP for wireless stereo headsets • Wi-Fi®: IEEE 802.11b/g • HTC ExtUSB™ (1 1-pin mini-USB 2.0, audio jack, and TV Out* in one)
Camera	3.2 megapixel color camera with auto focus
Audio supported formats	AAC, AAC+, eAAC+, AMR-NB, AMR-WB, QCP, MP3, WMA, WAV, MIDI, M4A
Video supported formats	WMV, ASF, MP4, 3GP, 3G2, M4V, AVI
Battery	<ul style="list-style-type: none"> • Rechargeable Lithium-ion battery • Capacity: 1500 mAh • Talk time: Up to 390 minutes for WCDMA Up to 510 minutes for GSM • Standby time: Up to 750 hours for WCDMA Up to 500 hours for GSM <p>(The above are subject to network and phone usage.)</p>
Expansion Slot	microSD™ memory card (SD 2.0 compatible)
AC Adapter	Voltage range/frequency: 100 - 240V AC, 50/60 Hz DC output: 5V and 1A
Special Features	<ul style="list-style-type: none"> • G-Sensor • Straight Talk™ • Noise-cancelling dual microphones and speakers

* HTC TV Out cable needed.

A.2 Regulatory Notices

Regulatory Agency Identifications

For regulatory identification purposes, your product is assigned a model number of **RHOD210**.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your **RHOD210**.

The Battery Pack has been assigned a model number of **RHOD160**.

Note This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

Federal Communications Commission Notice

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or TV reception, which can be determined by turning the equipment on and off, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.

- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio or television technician for help.

Modifications

The FCC requires the user to be notified that any changes or modifications made to the device that are not expressly approved by HTC Corporation may void the user's authority to operate the equipment.

Safety precautions for RF exposure

- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

Exposure to Radio Frequency (RF) Signals

Your device contains a radio transmitter and receiver. The radiated output power is far below the international radio frequency exposure limits. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage.

As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Your device has an internal antenna. Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country.

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards; always use your device only in its normal-use position. Do not touch or hold the antenna area unnecessarily when placing or receiving a phone call. Contact with the antenna area may impair call quality and cause your device to operate at a higher power level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.

Tests for SAR are conducted using standard operating positions specified by the FCC with the phone transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the phone while operation can be well below the maximum value. This is because the phone is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output. Before a phone model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government-adopted requirement for safe exposure. This phone has been tested and meets the FCC RF exposure guidelines when used with an accessory

that contains no metal and that positions the handset a minimum of 1.5 cm from the body. For body worn operation, to maintain compliance with FCC RF exposure guidelines, use only HTC Corporation approved accessories. When carrying the phone while it is on, use the HTC Corporation supplied or approved carrying case, holster, or other body-worn accessory. Use of non HTC Corporation approved accessories may violate FCC RF exposure guidelines and should be avoided.

SAR Information

1.2 w/kg@1g (FCC)

Telecommunications & Internet Association (TIA)

Safety Information

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research. Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference. If you have any reason to suspect that interference is taking place, turn the phone OFF immediately.

Hearing Aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn the phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

WEEE Notice

The Directive on Waste Electrical and Electronic Equipment (WEEE), which entered into force as European law on 13th February 2003, resulted in a major change in the treatment of electrical equipment at end-of-life.

The purpose of this Directive is, as a first priority, the prevention of WEEE, and in addition, to promote the reuse, recycling and other forms of recovery of such wastes so as to reduce disposal.



The WEEE logo (shown at the left) on the product or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserving natural resources. Moreover, proper recycling of the electronic and electrical waste equipment will ensure safety of human health and environment. For more information about electronic and electrical waste equipment disposal, recovery, and collection points, please contact your local city center, household waste disposal service, shop from where you purchased the equipment, or manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendments.

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