

## Sprint PCS° Service

Sprint Mobile Broadband Smart Device Treo<sup>®</sup> 700wx by Palm

www.sprint.com

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#### End user notice

Microsoft<sup>®</sup> Voice Command Version 1.5 for Windows Mobile<sup>®</sup>

IMPORTANT: Do not become distracted from driving safely if operating a motor vehicle while using Device Software.

Operating certain parts of this Device requires user attention. Diverting attention away from the road while driving can possibly cause an accident or other serious consequences. Even occasional, short diversions of attention can be dangerous if your attention is diverted away from your driving task at a critical time. Do not change system settings or enter data non-verbally (using your hands) while driving. Stop the vehicle in a safe and legal manner before attempting these operations. This is important since while setting up or changing some functions you might be required to distract your attention away from the road and remove your hands from the wheel.

Microsoft makes no representations, warranties or other determinations that ANY use of the Software Product is legal, safe, or in any manner recommended or intended while driving or otherwise operating a motor vehicle.

#### **General Operation**

Voice Command Control: Many of the functions of the Device Software can be accomplished using only voice commands. Using voice commands while driving allows you to initiate the command with a button and then operate the Device mostly without removing your hands from the wheel.

Prolonged Views of Screen: If you are driving, do not access any function requiring a prolonged view of the screen. Pull over in a safe and legal manner before attempting to access a function of the system requiring prolonged attention. Even occasional short scans to the screen may be hazardous if your attention has been diverted away from your driving task at a critical time.

**Volume Setting:** Do not raise the volume excessively. Keep the volume at a level where you can still hear outside traffic and emergency signals while driving. Driving while unable to hear these sounds could cause an accident.

Let Your Judgment Prevail: The Device Software is only an aid. Make your driving decisions based on your observations of local conditions and existing traffic regulations. The Device Software is not a substitute for your personal judgment.

**Use of Speech Recognition Functions:** Speech recognition software is inherently a statistical process which is subject to errors. It is your responsibility to monitor the speech recognition functions and address any errors.

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### Welcome to Sprint

Sprint and Nextel have come together, offering you more choice and flexibility to do whatever you want, whenever you want.

This powerful combination brings you access to more products, more services, and more of what you need to do more of what you want. Welcome to a future full of possibility. Welcome to the new Sprint.

Welcome and thank you for choosing Sprint.

We know you're eager to start using your device right away, and the sections of this guide are designed to help you do just that.

Section 1: Setting Up Your Smart Device and Your Computer guides you through the process of setting up your new Treo™ 700wx smart device, your Sprint PCS Service, and your computer.

- Section 2: Your Treo<sup>™</sup> 700wx Smart Device shows you the basics of your device and service with quick, easy-to-follow instructions. This section also describes the features of your device's phone and shows you how to use Sprint PCS service features such as voicemail and call waiting.
- Section 3: Using Sprint PCS Vision and Other Wireless Connections shows you how to use Web browsing, messaging, and email. It also describes other types of wireless connections such as Bluetooth<sup>\*</sup> wireless technology.
- Section 4: Your Portable Media Device shows you how to use your device's camera and how to transfer and listen to music files on your device.
- Section 5: Your Mobile Organizer guides you through the process of using the built-in, full-featured, organizer that gives you instant access to your Contacts, Calendar, Tasks, Memos, Calculator, and more.
- Section 6: Managing Your Information and Settings describes the tools for managing files and applications and the preferences that enable you to customize your device.

- Section 7: Resources answers frequently asked questions and shows you what to do if something goes wrong. It also includes a helpful glossary of terms.
- Section 8: Safety and Specifications outlines recommended safety and maintenance guidelines and displays the technical specifications for your Treo700wx smart device.

WARNING:	Please refer to "Important Safety Information" on page 361 to learn about information that will help you safely use your phone. Failure to
	read and follow the Important Safety Information in this phone guide may result in serious bodily injury, death, or property damage.

# Setting Up Your Smart Device and Your Computer



### Section 1A

## Setting Up Your Treo™ 700wx Smart Device

#### In This Section

- What You Need
- Your New Treo 700wx Smart Device
- Inserting the Battery
- Charging the Battery

### What You Need

Your Treo<sup>™</sup> 700wx smart device box contains the following:

#### Hardware

- Treo device.
- Rechargeable battery.
- AC charger.
- USB sync cable.
- Stereo headset.
- Sprint<sup>®</sup> charger adapter.

#### Documentation

- Read This First setup poster.
- Welcome to Sprint pamphlet.
- Getting Started Guide.
- Setting Up Email on Your Sprint Mobile Broadband Smart Device Treo<sup>-</sup> 700wx booklet.
- Terms & Conditions.
- Warranty.
- Software License Agreement.
- Audible insert.

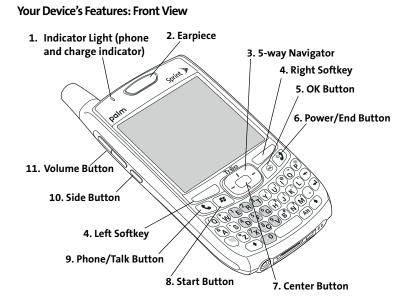
#### Software

• Getting Started CD (includes desktop synchronization software and bonus software for your device)

You'll also need the following items to complete the installation and activation:

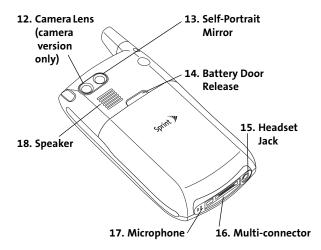
- An activated Sprint PCS service plan
- A location with wireless coverage for your device
- An electrical outlet
- The computer with which you will synchronize your personal information

### Your New Treo 700wx Smart Device



- **1. Indicator Light** provides status information for your device based on the color of the light and the blink state.
- 2. Earpiece serves as the speaker on your device when you are not using the speakerphone feature or a headset.
- **3. 5-way Navigator** gives you one-handed access to moving around the device screen and selecting options. See "Moving Around the Screen" on page 40 for instructions.
- 4. Right and Left Softkeys give you quick access to tasks that you can do on the current screen.
- **5. OK Button** accepts the information you entered on a screen and returns to the previous screen.
- **6. Power/End Button** turns the device's phone on and off, wakes up and turns off the screen, and hangs up calls.
- 7. Center Button selects an option or menu item. After highlighting an item with the **5-way**, you can select or activate it by pressing Center —.
- 8. Start Button opens the Start menu to access all the applications on your smart device.
- **9.** Phone/Talk Button opens the Phone application, dials when a phone number is selected or entered, and answers an incoming phone call.
- **10. Side Button** launches the Windows Media Player application by default. You can also reassign this button to open your favorite application.
- 11. Volume Button adjusts the earpiece, speaker, and ringer volume levels.

#### Your Device's Features: Back View

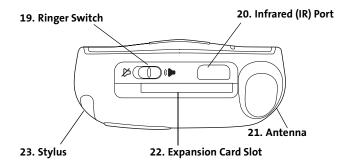


- **12. Camera Lens** enables you to take pictures using the built-in camera (if included). There are two models of the Treo700wx smart device: One comes with a camera and the other does not. The packaging for your device identifies whether a camera is included.
- **13.** Self-Portrait Mirror enables you to take a picture of yourself (if your device includes a camera).
- 14. Battery Door Release opens the battery compartment.

- **15.** Headset Jack enables you to connect a hands-free headset. Use only headsets that are compatible with your device.
- **16. Multi-connector** enables you to attach the USB sync cable and AC charger to your device. You can connect the charger either to the sync cable connector or directly to the charger jack on the Multi-connector.
- 17. Microphone serves as the mouthpiece on your device's phone.
- **18. Speaker** plays ringtones and alarms, and serves as the speaker for the speakerphone feature.

Note:	The Treo700wx smart device speaker includes a large magnet, so be sure to
	keep your device away from credit cards or other items that could become
	demagnetized.

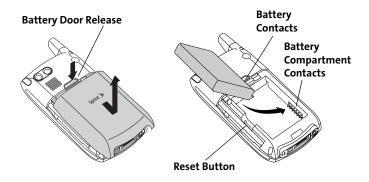
#### Your Device's Features: Top View



- 19. Ringer Switch controls the ringer setting. The ringer switch silences all sounds, including music, when you need quiet. There is no need to navigate menus. See "System Sound Settings" on page 278 for details on changing the settings.
- **20.** Infrared (IR) Port uses infrared technology to transmit information to and receive information from other infrared-enabled devices that use compatible software.
- **21.** Antenna receives and sends wireless communication signals. The antenna does not telescope out of your device.
- **22.** Expansion Card Slot allows you to expand the capabilities of your device using a MultiMediaCard, SD, or SDIO card.
- **23. Stylus** allows you to tap options on your device's screen. To use the stylus, slide it out of the slot and hold it as you would a pen or pencil.

WARNING: Use only Palm-approved or manufacturer-approved batteries and chargers with your device. The failure to use a Palm-approved or manufacturer-approved battery and charger may increase the risk that your device will overheat, catch fire, or explode, resulting in serious bodily injury, death, or property damage.
--

1. Use one hand to press the **Battery Door Release**, and use your other hand to slide the battery door downward to remove it from your device.



2. Align the battery contacts with the battery compartment contacts.

- **3.** Insert the battery into the compartment at a 45-degree angle, and then press it into place.
- 4. Slide the battery door onto the back of the smart device until it clicks into place. Your smart device screen turns on and the Treo screen appears. Wait for the progress bar on the Treo screen to fill and the Windows Mobile<sup>\*</sup> screen to appear.
- 5. Follow the onscreen instructions to finish the installation.

Note:	If your smart device does not turn on after you insert the battery, you
	need to charge it by connecting it to the AC charger. If it still doesn't start,
	do a soft reset. See "Resetting Your Smart Device" on page 320

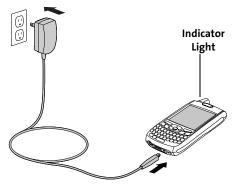
Tip:	Buy an extra battery as a spare for long trips or heavy data use. Visit	
	www.palm.com to purchase batteries that are approved by Sprint and	
	that are compatible with your device.	

### **Charging the Battery**

The battery comes with a sufficient charge to complete the setup process and activate your phone. After activation, we recommend charging your smartphone for 3.5 hours (or until the indicator light is solid green) to give it a full charge. See "Maximizing Battery Life" on page 15 for tips on maximizing the life of your device's battery.

- 1. Plug the AC charger into a wall outlet.
- 2. Connect the charger cable to the charger jack on the bottom of the device. Make sure the arrow on the connector is facing up, toward your Treo device screen.
- 3. To confirm that your device is charging, check the indicator light.
  - Solid red indicates that your device is charging.

Solid green indicates that your device is fully charged.



If the indicator light does not turn on when you connect your smart device to the AC charger, double-check the cable connection and the electrical outlet to which it is connected.

Tip:If the battery is fully drained, it may take a few moments for the indicator<br/>light to turn on while charging.

The onscreen battery icon displays the power status:

- Solid lightning bolt 🔄: Battery is connected to a wall outlet and is charging.
- Shaded lightning bolt ( Battery is connected to a wall outlet and is fully charged.

- **Partial battery icon (\_\_**: A partial battery without a lightning bolt indicates that the battery is not connected to a wall outlet and it has some power.
- Exclamation point : Battery needs to be charged immediately.

Tapping the battery icon opens a window showing a percentage level of charge left in the battery.

#### **Battery Life**

Tip:

Battery consumption varies based on personal usage. Consumption factors include signal strength, speakerphone usage, and the type of calls you make (data or voice).

#### **Maximizing Battery Life**

You can increase your smart device's battery life by following a few easy guidelines. Remember that battery life depends on how you use your smart device.

- Charge your smart device whenever you're at your desk, or charge it overnight each day. The battery in your smart device has a much longer useful life when it is topped off frequently, versus charging it after it is fully drained.
- If you spend a lot of time using the camera (if included), games, media players, eBooks, or other applications, keep an eye on the battery icon and charge when necessary.
- Your smart device's wireless features (phone, email, messaging, Web, and any applications that use a Sprint PCS Vision<sup>®</sup> connection) generally consume more power than the organizer features. If you don't plan to use the wireless

features on your smart device for a while, turn off your wireless services (see "Turning Wireless Services On/Off" on page 302). You can forward calls to a different number or let all calls be picked up by voicemail (see "Forwarding Calls" on page 76). To see if your wireless services are on, tap the **Phone-off** icon **Y**, and then select **Wireless Manager**.

- Turn off your smart device's Bluetooth<sup>•</sup> wireless technology feature when you do not need to make a Bluetooth connection.
- As with any wireless phone, if you are in an area with no wireless coverage, your smart device searches for a signal, which consumes power. If you cannot move to an area of better coverage, temporarily turn off your phone (see "Turning Your Phone On and Off" on page 18).
- Turn down the screen brightness (see "Adjusting the Brightness" on page 281).
- Set your screen to turn off automatically after a shorter period of inactivity (see "Viewing and Optimizing Power Settings" on page 300).
- Keep your battery away from direct sunlight and other sources of heat. Temperatures over 120 degrees Farenheit (50 degrees Celsius) can permanently reduce the capacity and life span of any lithium-ion battery.
- If you are using Direct Push technology (MSFP) for email, set your device to sync every 30 minutes or more. Email synchronization can quickly consume battery power.

## **Setting Up Service**

#### **In This Section**

- Turning Your Smart Device On/Off
- Making Your First Call
- Setting Up Your Voicemail
- Creating Sprint PCS Account Passwords

Setting up service on your new Treo<sup>™</sup> 700wx smart device is quick and easy. This section walks you through the necessary steps to unlock your device, set up your voicemail, establish passwords, and contact Sprint for assistance with your Sprint PCS service.

### Turning Your Smart Device On/Off

The phone and the screen of your Treo XXX smart device can be turned off and on separately. This means you can wake up the screen to use just the organizer features of your device without turning on the phone. Also, when the screen is turned off, the phone can be on and ready for you to receive and make calls.

Note:	Throughout this guide the term <i>device</i> is used to describe your Treo smart device and its physical aspects. The term <i>phone</i> is used to describe the
	feature of your smart device that enables you to connect to the Nationwide Sprint PCS Network.

#### Turning Your Phone On and Off

When you turn on your phone, it connects to a wireless network so that you can make and receive phone calls and use other wireless services.

- If you are not on a call and your screen is off, briefly press Power/End 1 to wake up the screen.
- 2. Press Center on the 5-way to turn off Keyguard.
- 3. Press and hold **Power/End** *D* to turn on your phone. (When your smart device locates a signal, "Sprint" and the signal-strength icon **1** appear at the top of the screen, indicating that you can use the phone and Internet features, if supported by the local network.)

screen. Your smart device is not connected to any wireless network, but you can still use the organizer and other features.)

If Sound Mode is on, you hear a series of tones when you turn your phone on and off. For more information on Sound Mode see "Setting the Ringer Switch" on page 278.

Did You	If you're outside a coverage area, the indicator light flashes amber and
Know?	the signal-strength icon is not displayed.

#### Waking Up the Screen and Turning It Off

Wake up the screen and leave the phone turned off when you want to use only the organizer features of your smart device, for example, when you're on a plane and want to look at your calendar. You can also turn off your smart device's screen without turning off your smart device's wireless features.

- 2. Briefly press Power/End 😰 to turn off the screen.

Tip:	You can set how long the screen stays on during a period of inactivity.
	Press Start, select Settings, select the System tab, and then select Power.
	Select the <b>Advanced</b> tab, and then adjust the <b>On battery power</b> setting.

## **Making Your First Call**

If you received your device in the mail or purchased it at a Sprint Store, it probably has already been activated. If your phone is not activated, please call Sprint at 1-888-211-4PCS (4727).

The battery comes with a sufficient charge to complete the setup process and activate your Treo700wx smart device. After activation, we recommend charging your smartphone for 3.5 hours (or until the indicator light is solid green) to give it a full charge.

- Turn on your phone (see "Turning Your Phone On and Off" on page 18).
- If you do not see your Today screen, press Phone/Talk ().
- 3. Enter your four-digit lock code. (For security purposes, the code is not visible as you type.)



Note:	If you can't recall your lock code, try using the last four digits of either your
	Social Security number or wireless phone number, or try 0000. If none of these
	works, call Sprint Customer Service at 1-888-211-4PCS (4727). See "Where to
	Learn More" on page 55 for other ways to get help from Sprint if you are
	having trouble with your service.
	5

- 4. If you have not activated your phone, follow these steps to do so:
  - Use the number pad on the keyboard to enter \*2 (these numbers appear on the letter keys).

- Press Phone/Talk 💽 to dial.
- Follow the voice prompts to activate your phone. (A service provisioning message appears.)

🛃 İ Start

Voicemail

Messaging

Sprint

💷 🏹 🛲 9:59

Tap to set

No upcoming appointments

No unread messages

555-1234

Menu

- Wait a few minutes until you see the Programming Successful! message, and then press **Dismiss** (left softkey).
- 5. Use the number pad on the keyboard to enter the number you want to call.
- 6. Press Phone/Talk 🕥 to dial.
- 7. When your call is complete, press **Power/End 1** to end the call.

#### **Adjusting Call Volume**

While a call is in progress, press the **Volume** button on the side of your smart device to adjust call volume.



#### What's My Number?

- **1.** Make sure your phone is on (see "Turning Your Phone On and Off" on page 18).
- 2. If you do not see your Today screen, press Phone/Talk 💽.
- 4. Select Preferences > Phone Settings.
- 5. On the Phone tab, look for your phone number below the title bar.
- 6. Press OK 🛞.



Ľ

🚪 Settings	EU 🎢 🛒 💀	
Phone - (408) 555	i-2760	
Dialpad: Sho	ort tones 🔍 🔻	
TTY/TTD: Off	•	
After calls from numbers that are not in Contacts, ask if I want to add them.		
Set <u>ring tones</u> for incoming calls.		
Phone Services Dialing Security		

Тір:	If your phone number doesn't appear on the <b>Phone Settings</b> screen, press <b>OK</b> , and then turn your phone off and back on again. Repeat steps 2–6. If your phone number still doesn't appear, your phone has not been activated. Turn your phone off, wait a few hours, and then repeat these steps. If your phone number still does not appear, please contact Sprint
	for assistance.

## **Setting Up Your Voicemail**

All unanswered calls to your device's phone are automatically transferred to your voicemail, even if your phone is in use or turned off.

To set up your voicemail:

- 1. Go to your Today screen.
- 2. Press and hold 1 on the keyboard to dial Sprint's voicemail system.
- 3. Follow the voice prompts to:
  - Create your password.
  - Record your name announcement.
  - Record your greeting.



Choose whether to activate Skip Pass Code (a feature that lets you access your voicemail simply by pressing and holding 1, bypassing the need for you to enter your password). (If you do not activate Skip Pass Code, your device uses the Voicemail Pass Code feature, which requires you to enter your password each time you want to access your voicemail.)

Note:	If you are concerned about unauthorized access to your voicemail account, we recommend that you use the Voicemail Pass Code feature.
	recommend that you use the voicemain as code reature.

For more information about using your voicemail, see "Using Voicemail" on page 69.

## **Creating Sprint PCS Account Passwords**

As a Sprint PCS customer, you enjoy unlimited access to your personal account information, your voicemail account, and your Sprint PCS Vision<sup>°</sup> account. To ensure that no one else has access to your information, you will need to create passwords to protect your privacy.

#### Account Password

If you are the account owner, you'll have an account password to sign on to <u>www.sprint.com</u> and to use when calling Sprint Customer Service. **Your default** account password is the last four digits of your Social Security number. If you are not the account owner (if someone else pays for your Sprint PCS service), you can get a sub-account password at <u>www.sprint.com</u>.

#### **Voicemail Password**

You'll create your voicemail password when you set up your voicemail. See "Setting Up Your Voicemail" on page 24.

#### Sprint PCS Vision or Sprint Power Vision Password

With your Treo700wx smart device, you may elect to set up a Sprint PCS Vision or Sprint Power Vision password. This optional password can be used to authorize the purchase of Premium Services content and to protect personal information on multi-phone accounts.

For more information or to change your passwords, sign on to <u>www.sprint.com</u> or call Sprint Customer Service at 1-888-211-4PCS (4727).

Section 1B: Setting Up Service

## Section 1C

## Synchronizing Information—The Basics

#### In This Section

•	Synchronizatior	n Methods
---	-----------------	-----------

- Installing the Desktop Synchronization Software
- Connecting Your Treo Device to Your Computer (USB)
- Synchronizing With a USB Connection
- Synchronizing With Third-Party Applications

You can enter or change information on your smart device or in Microsoft Office Outlook on your computer, and then synchronize to update the information in both places; there's no need to enter the information twice. You can also wirelessly synchronize the email, contacts, and other information on your smart device with a Microsoft Exchange Server.

We strongly recommend that you synchronize your smart device and your computer frequently to keep your information up-to-date (and backed up) in both locations.

## **Synchronization Methods**

Use the ActiveSync software to synchronize your smart device with a computer or with a corporate server.

#### Synchronizing Your Device With a Computer

To synchronize the information between your Treo700wx smart device and your computer, install the ActiveSync desktop software and connect your device to your computer using one of the following methods:

- Connect using a USB sync cable: When you connect your device to your computer using the sync cable, synchronization begins automatically. (See "Connecting Your Treo Device to Your Computer (USB)" on page 33 and "Synchronizing With a USB Connection" on page 35.)
- Connect using Bluetooth wireless technology: You must first set up the Bluetooth connection. (See "Synchronizing Over a Bluetooth Connection" on page 165.)
- Connect using an Infrared (IR) technology: You must first set up your computer to receive infrared beams. (See "Synchronizing Over an Infrared Connection" on page 169.)

Note:	Even if you have already installed a previous version of the ActiveSync software, you must install the software that came with your smart	
	device on the Getting Started CD. See "Installing the Desktop Synchronization Software" on page 31 for instructions.	



#### Synchronizing Your Device With a Microsoft Exchange Server

You can synchronize the email, contacts, and other information on your smart device with a Microsoft Exchange Server using ActiveSync.

- Enter the server details in the ActiveSync application on your device. (See "Setting Up an Exchange Server Account" on page 141.)
- Once the server information is entered on your device, your information synchronizes with an Exchange Server based on your sync schedule. (See "Setting a Sync Schedule With an Exchange Server" on page 144).
- By default, your smart device wirelessly synchronizes with the Exchange Server over the Sprint PCS Network when you press Sync in the ActiveSync application. You can also synchronize your smart device with the Exchange Server when the device is connected to your computer using a USB, IR, or Bluetooth connection. (When a server source is configured, your device synchronizes with the server using the connection you choose.)

<b>Note:</b> Even if you already installed a previous version of the ActiveSyr software, you must install the software that came with your sr device on the Getting Started CD. See "Installing the Desktop Synchronization Software" on page 31 for instructions.	
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Тір:	Your device also includes GoodLink, an application that provides more options for synchronizing your smart device with a corporate server. See "Using GoodLink" Wireless Messaging" on page 135 for more
	information.

#### What Information is Synchronized by Default?

By default, the information in the following applications is updated each time you synchronize:



#### **Changing the Synchronization Settings**

To change the information and applications that are synchronized, see "Setting Synchronization Options" on page 262. That section also includes information on the following subjects:

- Selecting Which Information to Sync.
- Synchronizing With Exchange Server.
- Synchronizing With Two Computers.
- Starting and Stopping Synchronization.
- Setting the Synchronization Schedule.

## Installing the Desktop Synchronization Software

Before you synchronize your smart device with your computer or with an Exchange Server, you must install the ActiveSync<sup>®</sup> desktop synchronization software. The ActiveSync software is already installed on your device.

#### System Requirements

Your computer should meet the following minimum system requirements:

- Windows 2000 or XP (later versions may also be supported).
- 32MB of available memory (RAM).
- 170MB of free hard disk space.
- CD drive.
- Available USB port.
- USB sync cable (included with your Treo700wx smart device).

#### Windows Media Player Requirements

Before you install the desktop synchronization software on the Getting Started CD, you must have Windows Media Player 10 or later installed on your computer. This ensures that the media synchronization will work properly.

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

#### Installing the Desktop Synchronization Software

- 1. Close any applications that are currently running on your computer, including those running in the background. (Your computer needs to have all its resources available to install the software.)
- 2. Insert the Getting Started CD into the CD drive on your computer.



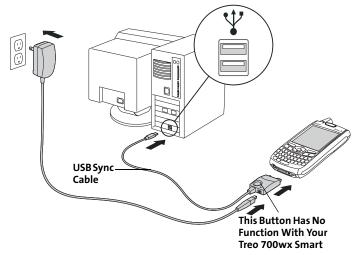
**3.** Follow the onscreen instructions during the installation. (The Install program prompts you to synchronize for the first time.)

Tip:	Need additional help installing the desktop software? See "Trouble Installing the Desktop Software?" on page 319.

## Connecting Your Treo Device to Your Computer (USB)

This section includes instructions for connecting your smart device and your computer using a USB sync cable.

**1.** Plug the AC charger into a wall outlet. If necessary, connect an adapter.



2. Plug the USB sync cable into an available USB port or into a powered USB hub on your computer.

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

- **3.** With the USB cable on the left, connect the sync cable to the bottom of your smart device.
- 4. Connect the charger cable to the connector on the sync cable.

Note:	If you're switching from a previous Windows Mobile <sup>®</sup> device or from a	
	Palm OS <sup>®</sup> device, you can learn more about how to move content, such as	
	pictures, music, and files, to your device by going <a href="http://www.palm.com/">http://www.palm.com/</a>	
	us/support/treo700wxsprint.	

## Synchronizing With a USB Connection

- 1. Install the ActiveSync desktop synchronization software as described in "Installing the Desktop Synchronization Software" on page 31.
- Connect your smart device to your computer. (You should hear the ActiveSync<sup>\*</sup> tone.)
- Look for the ActiveSync icon t→ at the top of your smart device's screen and the ActiveSync icon () in the taskbar on your computer.
  - If you don't see the ActiveSync icon, make sure the desktop synchronization software that came with your smart device is running on your computer.

This Button Has No Function With Your Treo 700wx Smart

 If you have any problems synchronizing, see "Synchronization (ActiveSync<sup>\*</sup> Software)" on page 334 for troubleshooting suggestions.

	We recommend that you install a backup and restore application. A backup and restore application preserves your data and settings if your smart device is ever lost or stolen, and it protects your data during a hard reset. See http://www.palm.com/us/support/downloads/spritebackup/index.html for more information.
--	--

## Synchronizing With Third-Party Applications

If you want to synchronize with a personal information manager (PIM) other than Microsoft Office Outlook, you must install a third-party solution. Contact the PIM's author or vendor to learn if software is available for your Treo device.

## Your Treo<sup>™</sup> 700wx Smart Device



### Section 2A

## Learning the Basics of Your Smart Device

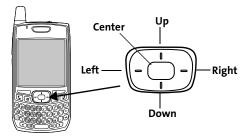
#### **In This Section**

- Moving Around the Screen
- Using the Keyboard
- Opening and Closing Applications
- Using Your Today Screen
- Where to Learn More

## **Moving Around the Screen**

To move around the Treo700wx smart device screen, you can use the **5-way navigator** or you can tap items on the screen with the stylus. As you become familiar with your smart device, you'll find your own favorite way to scroll, highlight, and select items.

The **5-way** includes the **Right** ▶, **Left** ◀, **Up** ▲, **Down** ▼, and **Center** buttons.



Tip:	Some third-party applications may not work with the <b>5-way navigator</b> , and you must use the stylus instead.

the onscreen scroll arrows and th	The arrow icons that indicate directions on the <b>5-way</b> are different from the onscreen scroll arrows and the arrows that indicate a list is available
	(see "Selecting Options in a List" on page 46).

As on a computer, on your smart device you scroll to move from field to field or page to page, or in some cases to highlight an item or option in a list. There are several methods of scrolling:

- Press the **5-way** on the front of your smart device. (Press **Right** ▶, **Left** ◀, Up , or **Down** to move to the next field, button, or action in that direction.)
- Press and hold **Option** () while pressing **Up** A or **Down** v to scroll one screen at a time. (These keys work just like the Page Up and Page Down keys on your computer keyboard.)
- Press and hold **Option** () while pressing **Left** < or **Right** to jump to the top or bottom of the current screen.
- When viewing a screen with tabs, such as when adding a contact, press **Down** v to scroll to the tabs, and then press Left < or **Right** to move between tabs.
- When inside a text field, press Right > or Left < to move to the next character. and press Up 
  or Down 
  to move between lines.
- When inside a list, press and hold Up 
   or
   **Down** w to rapidly scroll through the list.
- Tap an onscreen scroll arrow.



Class

Day

**Device Basics** 

• Tap and drag the slider of an onscreen scroll bar.

#### **Closing Screens**

To accept the information you entered on a screen and to return to the previous screen, do one of the following:

Press OK (19).

▶ Use the stylus to tap 🚾 or 🔀 in the upper-right corner of the screen.

Note:	When you close a screen, the application still runs in memory. See "Viewing Memory Usage" on page 299 for instructions to view the amount of memory in use versus the available memory. See "The Applications Are Running Slower Than Usual" on page 325 for
	instructions to close applications and free up memory.

#### Highlighting and Selecting Items

On most screens, one item—a button, a list entry, or a check box—is highlighted by default. The highlight identifies which item is affected by your next action. Use the **5-way** to move the highlight from one item to another before opening or selecting it.

The highlight can take one of two forms, depending on what is highlighted:

• Border glow: This rectangular border highlights items such as an onscreen button (OK, Dismiss, or Hide), a check box, an option, or a Web link.

Sto	D

 Reverse type (light text on a dark background): This highlights items such as a phone number, an email address, text, or an item in a list.

Help	
Excel Mobile	
Outlook E-mail	
ActiveSync	•

After highlighting an item with the **5-way**, you can select or activate it by pressing **Center** — or by tapping the item with the stylus.

**Tip:** The best way to learn to use the **5-way** is to experiment. Press the **5-way** buttons and as you do, follow the movement of the border glow around the screen. The behavior of the **5-way** varies slightly in each application.

#### **Highlighting Text**

You can use the stylus to highlight text on the screen:

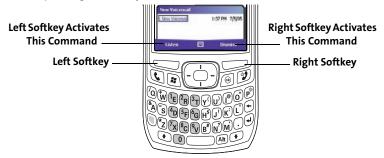
Tap and drag the stylus across the text you want to highlight. To highlight a word, double-tap it. (To highlight a paragraph, triple-tap it.)

**Tip:** When text is highlighted, you can press **Backspace** to delete the highlighted text.

#### **Using the Softkeys**

The left and right softkeys give you quick access to tasks that you can do on the current screen, so the softkey items vary from application to application and from screen to screen. Look on the screen directly above the softkey to see the action that it does in the current context. In some contexts, these keys may do nothing at all. In most cases the right softkey  $\bigcirc$  opens the menu, and the left softkey  $\bigcirc$  activates a specific command, such as **New** or **Edit**. Remember that softkey

functions vary from screen to screen, so be sure to check the onscreen label before pressing the softkeys.



#### **Selecting Menu Items**

In many applications, a menu provides access to additional features. The menu is hidden until you press **Menu** (right softkey). To get the most out of your smart device, it's a good idea to familiarize yourself with the additional features available through the menu in various applications.

Did You	You can use keyboard shortcuts to select most menu items. To quickly
Know?	access a menu item, press <b>Menu</b> followed by the underlined letter in the menu item's name.

- 2. Press Up ▲ or Down ▼ to highlight a menu item.

#### **Selecting Options in a Shortcut Menu**

Most applications also provide access to context-sensitive, shortcut menus — similar to the right-click menus on a computer. The shortcut menu options vary based on the highlighted selection.

- **1.** Highlight the item you want to open the shortcut menu for.
- 2. Press and hold Center to open the shortcut menu.
- Press Up ▲ or Down ▼ to highlight a menu item.

# **Device Basics**





#### **Selecting Options in a List**

Lists let you select from a range of options. You can identify whether a list is available when you select the field. If a rectangle appears around the field along with a downward-pointing arrow, a list is available.

 
 Tip:
 When selecting fields you might not see the downward-pointing arrow until you press Center on the 5-way.

Lists are different from the menus described earlier in this section.

To select from a list, do any of the following:

- ► Use the 5-way to highlight the field, and then press Center → to display the items in the list. Press Up ▲ or Down ↓ to highlight the item you want, and then press Center → to make your selection.
- Use your stylus to tap the arrow, and then tap the item in the list.
- In fields where you see a downward-pointing arrow but no rectangle, you must tap the arrow with the stylus to expand the field.
- ► To exit the list and cancel your selection, press Left <.</p>

Calendar EU Yil G Subject: Location: Starts: 7/5/05 12:00 PM Ends: 7/5/05 1:00 PM All Day: NO occurs: Once Reminder: Remind me 15 minute(s) Categories: No categories. Appointment Notes ..... Menu



## Using the Keyboard

When using the keyboard, most people find it easiest to hold the smart device with two hands and to use the tips of both thumbs to press the keys.



#### **Understanding the Keyboard Backlight**

Your smart device includes a keyboard backlight for low light conditions. The keyboard backlight activates automatically when the screen turns on. The backlight turns off automatically when the screen turns off or when you are on a call or playing music in the background for longer than the time specified in **Backlight Settings**. You can set different time intervals depending on whether the device is operating on battery power or is connected to an external power source. The backlight also turns off when an application's power-saving features turn it off.

Tip:	You can change the backlight shut-off interval. Press <b>Start</b> and select <b>Settings</b> . Select the <b>System</b> tab, and then select <b>Backlight</b> . Set the time interval on the <b>Battery Power</b> tab and on the <b>External Power</b> tab. The
	backlight also turns off when an application's power-saving features turn it off.

#### **Entering Lowercase and Uppercase Letters**

By default, the first letter of each sentence or field is capitalized and the remaining text you enter is lowercase. To enter other uppercase letters, do one of the following:

- Press Shift (•), and then enter a letter. (You don't need to press and hold Shift while entering a letter.)
- Press Shift twice to turn on Caps Lock, and then enter a series of letters.
   (When Caps Lock is on, this symbol appears at the bottom of the screen: <sup>1</sup>/<sub>2</sub>. To turn off Caps Lock, press Shift again.)

Tip:You can turn off the first-letter capitalization setting. For details see<br/>"Setting Input Options" on page 287.

#### **Entering Numbers, Punctuation, and Symbols**

Numbers, punctuation, and symbols appear above the letters on the keys. To enter these characters, do one of the following:

Press Option ), and then press the key of the desired character. (You don't need to hold Option while pressing the key.)

Press Option () twice to turn on Option Lock, and then press the desired keys to enter a series of characters. (When Option Lock is on, this symbol appears at the bottom of the screen: •. To turn off Option Lock, press Option () again.)

#### **Entering Other Symbols and Accented Characters**

You can enter symbols and accented characters that don't appear on the keys by using the **alternate characters** list.

- **1.** Press **Alt** A to display the **alternate characters** list.
- Narrow the list by pressing the key that corresponds to the character you want. (For example, to enter an é, press E. See the table on the next page for a list of corresponding characters.)
- 3. Press Up ▲ or Down ▼ to highlight the desired character.
- **4.** Press **Center** to insert the character.

Tip:

If you don't know which key to press to narrow the list when entering a symbol, you can scroll through the full list until you find the character you want.

The alternate characters are grouped according to their similarity to the corresponding key. For example, the alternate characters available for the e key are é, è, ë, and ê. If you press the wrong key, press **Backspace** to return to the full list of alternate characters. You can then press another key.

Symbols and Accented Characters			
Press Alt Att and enter	to select	Press Alt Att and enter	to select
а	áàäâãåæ	S	ß ŠS §
А	ÁÀÄÂÂĂÆ	t or T	тм
b or B	ß	u	úùüû
с	碩	U	ÚÙÜÛ
С	Ç ¢ ©	x or X	Х¤
е	é è ë ê	У	ýÿ
E	ÉÈËÊ	Y	ÝΫ
i	íìïî	0	0
I	í)ïî	1	1 1/4 1/2
l or L	£	2	2
n	ñ	3	<sup>3</sup> <sup>3</sup> ⁄ <sub>4</sub>
Ν	Ñ	f	f
0	óòöôœõ	F	f
0	ÓÒÖÔŒÕ	\$	€£¥¢
p or P	¶	!	i
r or R	®	?	ć
s	ß šs §	;	:-) :-( ;-)

#### **Opening Applications**

You can access all the applications on your smart device through the **Start** menu:

- 1. Press Start 📧 to open the Start menu.
- Use the 5-way navigator to highlight the application you want to use. (To view additional applications, select Programs.)
- Press Center 
   to open the highlighted application.



 (Optional) Press OK 

 to return to Programs and open another application. (The current application continues to run in the background.)

Tip:	With the <b>Start</b> menu open, you can press the letter underlined in the application's name to open the application. For example, press <b>H</b> to open
	<b>Help</b> . You can also select the shortcut icons at the top of the <b>Start</b> menu to open recently used applications.

Did You	You can open applications by pressing <b>Option</b> and then pressing <b>Phone/</b>
Know?	Talk, Start, or OK. You can customize the applications assigned to these button combinations; see "Reassigning Buttons" on page 284 for details.
	button combinations; see Reassigning buttons on page 264 for details.

#### **Closing Applications**

You can have several applications open at once, so you don't need to exit an application to open another one. In most cases, applications close automatically when available memory is low, but you can also close applications manually.

- 1. Press and hold OK () to open Memory Settings.
- 2. On the Running Programs tab, do one of the following:
  - Select the application you want to close, and then select **Stop** to close it.
  - Select **Stop All** to close all your open applications.

**Note:** If you press **OK** to return to **Programs**, the current application continues to run in the background.

## **Using Your Today Screen**

Your **Today** screen is your home base. From your **Today** screen you can quickly look up a contact, dial a phone number or speed dial button, see your latest calendar appointments, see the number of unread email messages, and even search the Web.

- To access your Today screen, press Phone/Talk (). Title Bar and Status Information Speed Dial Entries Woicemail 1 Tap to set No upcoming appointments No upcoming appointments Mourread messages Barch... Web Search Field
- Title Bar and Status Information: See "Checking Signal Strength and Phone Status" on page 99 to learn about the icons that appear in this area.
- **Dial Lookup Field:** Begin typing the name you want to look up. See "Dialing by Contact Name" on page 61 for more information.
- Web Search Field: Enter a word you want to find on the Internet, and press Center to begin the search (data services connection required).

Speed Dial Entries: Select the picture or button you want to dial. If you press
 Center 
 while a speed dial is highlighted, your smart device dials the number.

You can select a picture for your **Today** screen background and select which items appear in the **Today** screen. See "Today Screen Settings" on page 276 for details.

## Where to Learn More

#### For a Quick Introduction

 Quick Tour: The Quick Tour highlights many of your smart device's features. It is already installed on your smart device, and you can open it at any time. Press Start a, select Programs, and then select Quick Tour a.

#### While Using Your Smart Device

- Help: Many of the built-in applications include on-device Help, so that you can learn about the tasks you can perform in that application. To access Help, go to the application or screen you want help with, press Start (a), and select Help.
- Online support from Palm: For up-to-date downloads, troubleshooting, and support information, check out <u>www.palm.com/us/support/</u> <u>treo700wxsprint</u>.

#### If You Need More Information

- Books: Many books on Windows Mobile<sup>\*</sup> devices are available in local or online book retailers (look in the computers section), or visit <u>www.palm.com/us/support</u>.
- Online forums: Consult online Treo device user discussion groups to swap information and learn about topics you may find nowhere else. Visit <a href="http://www.palm.com/us/support">www.palm.com/us/support</a> for details.
- Sprint Customer Service: For questions about your account or features available on the network, contact Sprint or visit <u>www.sprint.com</u> for the latest information and help.

#### Visiting the Sprint Web Site

You can get up-to-date information on Sprint PCS services and options by signing on to the Sprint Web site at <u>www.sprint.com</u>.

When you visit Sprint online, you can

- Review coverage maps.
- Learn how to use voicemail.
- Access your account information.
- Purchase accessories.
- Add additional options to your service plan.
- Check out frequently asked questions.
- And more.

#### **Reaching Sprint Customer Service**

You can reach Sprint Customer Service many different ways:

- On your Treo700wx smart device, go to your **Today** screen, enter **\*2**, and then press **Phone/Talk (**) to dial.
- Sign on to your account at <u>www.sprint.com</u>.
- Call toll-free at 1-888-211-4PCS (4727) (Consumer customers), -or-

1-888-788-4727 (Business customers).

• Write to Sprint Customer Service, P.O. Box 8077, London, KY 40742.

#### **Receiving Automated Invoicing Information**

For your convenience, your phone gives you access to invoicing information on your Sprint PCS account. This information includes balance due, payment

received, invoicing cycle, and the number of minutes used since your last invoicing cycle. (Normal airtime usage will apply.)

▶ Go to your **Today** screen, enter **\*4**, and then press **Phone/Talk** 🔇 to dial.

**Note:** This service may not be available in all Affiliate areas.

## Sprint 411

You have access to a variety of services and information through Sprint 411, including residential, business, and government listings; assistance with local or long-distance calls; movie listings; and hotel, restaurant, shopping, and major local event information. There is a per-call charge and you will be billed for airtime.

Go to your Today screen, enter 411, and then press Phone/Talk 🔇 to dial.

Note:	Short numbers, such as 411, may conflict with a contact name. If this			
	occurs, press <b>Option</b> to avoid starting a contact lookup.			

#### **Sprint PCS Operator Services**

Sprint PCS Operator Services provides assistance with placing collect calls or with placing calls billed to a local telephone calling card or third party.

▶ Go to your **Today** screen, enter **0**, and then press **Phone/Talk** 🔇 to dial.

For more information or to see the latest in products and services, visit Sprint online at <u>www.sprint.com</u>.

## Section 2B

# **Using Your Device's Phone Features**

### In This Section

- Phone Overview
- Making Calls
- Receiving Calls
- Using Voicemail
- Managing Active Calls
- More Ways to Manage Calls
- Using Sprint PCS Voice Command
- Defining Speed Dial Buttons
- Using a Phone Headset
- Customizing Phone Settings
- Controlling Your Roaming Experience
- Checking Signal Strength and Phone Status

## **Phone Overview**

You can make and receive calls and store speed dial entries right from your **Today** screen. Be sure you know how to turn on your phone before reading this section (see "Turning Your Phone On and Off" on page 18).

Important!	Depending on where you are on a network and certain coverage conditions, you might experience interruptions with your phone		
	operation while using a Wi-Fi card (you must purchase and install a third-		
	party Wi-Fi card to use this feature). Palm recommends that you turn off		
the phone radio when using any Wi-Fi card or remove the Wi-Fi card			
	when not in use to ensure that you can always make and receive phone		
calls. For EMERGENCY calls, always remove the card from your small			
	device to ensure optimal connectivity.		

#### **Accessing Your Today Screen**

Press Phone/Talk S.



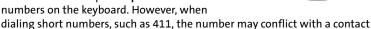
Your smart device offers several ways to make phone calls. Try them all and you'll discover which methods you prefer.

Make sure your phone is on (see "Turning Your Phone On and Off" on **Before You** page 18) and that you're inside a coverage area. Begin:

## **Dialing With the Number Pad**

- 1. Go to your Today screen (see "Accessing Your Today Screen" on page 60).
- 2. Using the numbered keys on the keyboard, enter a phone number.
- 3. Press Phone/Talk 🕥 to dial.

You do not need to press Option to access the numbers on the keyboard. However, when



name. If this occurs, press **Option** () to avoid starting a contact lookup. You can always dial 911 without pressing Option first.

## Dialing by Contact Name

You can look up contacts quickly by entering just a few letters of a contact's name directly from your **Today** screen. Before you can dial a call by contact name, you must create some contacts (see "Adding a Contact" on page 202) or import



8°C?√B<sup>#</sup>N?M

them by synchronizing (see "Synchronizing Information—The Basics" on page 27).

- 1. Go to your Today screen (see "Accessing Your Today Screen" on page 60).
- 2. Using the keyboard, begin entering one of the following for the contact you want to call:
  - First name (JOH for John)
  - Last name (SMI for Smith)
  - First initial, a space, and then last initial (J S for John Smith)
  - First name and last name (JOH SMI for John Smith)



(For example, entering SM finds both Smilla Anderson and John Smith. Entering SM A finds only Smilla Anderson.)

- 3. Select the number you want to dial.
- 4. Press Phone/Talk 🕥 to dial.

After you look up a contact, you can select how you want to communicate with that person. Press and hold **Center**  $\bigcirc$  on the **5-way**, and then select the communication method you want to use.

Tip:	To see a contact's address, company, and other details, highlight the
	name and press Center on the 5-way.

### **Dialing With a Speed Dial Button**

Before you can use a speed dial button, you must create some speed dial entries. See "Defining Speed Dial Buttons" on page 80.

You can make a call with your speed dial buttons by doing any of the following:

- ▶ Highlight a speed dial button with the **5-way**, and then press **Center** .
- ▶ Tap a speed dial button with the stylus.



> Press and hold a **Quick Key** that you assigned to the speed dial button.

To see more speed dial buttons, highlight the picture speed dial area and press

Right ▶ or Left ◀ repeatedly, or highlight the text speed dial area and press Up ▲, Down ▼, Right ▶, or Left ◀.

You can hide your speed dial buttons on your **Today** screen and still use your **Quick Keys** to call a speed dial number.

Did You	You can dial an alternate number for a contact with a speed dial button.		
Know?	Highlight the speed dial button, press and hold <b>Center</b> on the <b>5-way</b> , and		
	then select a number from the shortcut menu.		

### **Dialing by Company Name**

- 1. Press Start 🔊 and select Contacts.
- Press Menu (right softkey) and select View By > Company.
- 3. Press Phone/Talk 🕥 to go to your Today screen.
- 4. Using the keyboard, begin entering the first few letters of the company name.
- 5. Select the number you want to dial.
- 6. Press Phone/Talk 🕥 to dial.

### **Dialing From a Web Page or Message**

Your smart device recognizes most phone numbers that appear on Web pages or in messages (text or email).

- Use the 5-way to highlight the phone number you want to dial on the Web page or in the message.

👫 Start	EV 🏹 📼 9:59
Sprint	• 0
🥵 p	
alm Balm	i, Faraola
	(831) 555-6987 w
📶 🖅 Palm	, Gayed
Voir	(650) 555-3699 m
🔚 🔳 Jahr	, Manzi
	(408) 555-9807 w
Search.	
Messaging	Menu



Tip:	If you can't dial a phone number directly from a Web page or a message,			
	then highlight the number, press and hold <b>Center</b> on the <b>5-way</b> , and select			
	Copy. Open the Dial Pad, and then press and hold Center on the 5-way to			
	Paste. Press Phone/Talk to dial.			

### **Redialing a Recently Called Number**

- To dial the last number you called: Go to your Today screen, and then press and hold
   Phone/Talk ().
- **•** To select from your most recently dialed numbers:

Go to your **Today** screen, press **Phone/Talk** (), highlight the number or contact name you want

to call, and then press **Phone/Talk** (c) to dial. (If more than one number is associated with a contact, highlight the contact and press **Right** to access any alternate numbers for that contact.)

To select from a chronological list of calls: Go to your Today screen, press Phone/Talk (), and then select Call Log. (Highlight the number you want to call, and then press Call (left softkey) to dial.)



 Tip:
 You can also access the Call Log and Dial Pad from the Today screen by pressing Menu (right softkey) and selecting Call Log or Dial Pad.

#### Section 2B: Using Your Device's Phone Features

### Dialing Using the Onscreen Dial Pad

The onscreen **Dial Pad** provides large numbers that you can tap with your finger or stylus. The numbers also include the corresponding letters so you can dial numbers that are expressed as letters.

- 1. Go to your Today screen.
- 2. Press Phone/Talk (), and then select Dial Pad from the menu.
- 3. Tap the onscreen **Dial Pad** to enter the number.
- 4. Press Phone/Talk 🕓 to dial.



Did You	You can paste numbers directly into the <b>Dial Pad</b> . Copy a number from
Know?	another application, switch to <b>Dial Pad</b> , and then press and hold <b>Center</b> on the <b>5-way</b> to paste the number.

## **Receiving Calls**

To receive calls, your phone must be on.

To answer a call, do one of the following:

- Press Phone/Talk **(**.
- If the headset is attached, press the headset button.

Tip:See a picture of the person calling you. Learn how to assign a caller ID<br/>picture in "Assigning a Picture and Ringtone ID to a Contact" on page 89.

To ignore a call and send it to voicemail, do one of the following:

- Press Power/End 19.

Тір	You can also ignore a call and send a text message. Press <b>Menu</b> (right
	softkey) and select <b>Ignore with text message</b> . During a voice call you can
	send text messages, but you cannot use data features such as Web
	browsing and email.

To silence the ringer while your device is ringing:

Press any key on your smart device except Phone/Talk, Power/End, Start, OK, Alt, or the 5-way. You can also use the Volume button to turn the ringer sound all the way down. ► To immediately silence all system sounds including the ringer, slide the Ringer switch to Sound Mode Off A. (All sounds remain off until you slide the Ringer switch back to Sound Mode On ◄ ).)

When you silence the ringer, you can either answer the call or let it ring through to voicemail.

Tip:	If music is playing when a call arrives, the audio pauses as soon as the device starts ringing and remains paused during your call. Music playback resumes automatically when the call ends or the ringing stops. The Windows Media Player screen remains on if the call is not answered, but is closed if the call is answered. When playback resumes, the
	Windows Media Player screen remains in the background.

Did you know?	When you are on a plane, you can turn off your phone and all wireless services using <b>Wireless Manager</b> (see "Turning Wireless Services On/Off" on page 302). But you can still wake up the screen and use any application that doesn't require wireless services, like your smart device's calendar, music player, and games.
------------------	---

## **Using Voicemail**

Your voicemail number is preset when you activate your device. The first time you call voicemail, you are prompted to enter your voicemail password. If necessary, please contact Sprint for your password and enter it as prompted.

#### **Setting Up Voicemail**

- 1. Go to your Today screen.
- Press and hold 1 on the keyboard to dial Sprint's voicemail system. (You can also tap the Voicemail speed dial button with your stylus.)
- **3.** Follow the voice prompts to set up your voicemail.

#### **Voicemail Notification**

When you have a new voicemail message, a notification screen appears. To hear your message now, press **Listen** (left softkey). To retrieve your message later, press **Dismiss** (right softkey). When you have unretrieved voicemail messages, a

Voicemail icon 🧶 appears at the top of your screen and the left softkey is labeled Voicemail.

Tip:	When a <b>Voicemail</b> icon appears at the top of the screen, you can tap this icon to retrieve your voicemail.
------	--





New Voicemail		
New Voicemail	5:27 PM	4/10/06
Listen	 Dismiss	

**Using Your Phone** 

### **Retrieving Voicemail Messages**

- 1. Go to your Today screen.
- 2. Press and hold 1 on the keyboard to dial Sprint's voicemail system.
- Enter your voicemail password using the keyboard, or press Extra Digits
   (left softkey) if you defined this option (see "Creating a Speed Dial Button" on page 80 for details).
- **4.** Select **Play** ▶ to listen to your messages.

You do not need to press **Option** to enter numbers, \*, or # while on an active call.

If you have trouble accessing a voicemail system, try changing the **Dial Pad** tone setting. See "Selecting Your Call Settings" on page 90.

### **Clearing the Voicemail Icon**

Tip:

After retrieving your voicemail messages, the **Voicemail** icon at the top of your screen should disappear. Sometimes, retrieving your voicemail messages doesn't always clear the **Voicemail** icon. You can do this manually.

- **1.** Press **Start** and select **Settings**.
- 2. On the Personal tab, select Phone 🕻.
- 3. Select the Services tab.
- Select Clear Voicemail Icon, and then press Center .



## **Managing Active Calls**

Tip:

When you make or receive a call, the active call information appears on your **Today** screen.



When a call lasts longer than one minute, the screen dims. Press any key, except **Power/End**, to wake up the screen.

During a call, you can do any of the following:

- Put the call on hold: Press Hold (left softkey). (To take the call off hold, press Off Hold (left softkey).)
- Use the built-in speakerphone: Select Speakerphone C: (To turn off the Speakerphone, select C: )
- Mute the microphone so you can't be heard: Select Mute 3/2 . (To turn the microphone back on, select Mute 3/2 .)
- Switch to another application: Press Start 📧 and select the application.

Did You	You can send and receive text messages during a call. This is a great way	
Know?	to stay connected with colleagues during a long call.	

### **Ending a Call**

Do one of the following:

- Press Power/End. 19.
- Press the headset button (if the headset is attached and has a button on it). (Some headsets do not have a button.)

### Returning to an Active Call From Another Application

You can use many other applications on your smart device while holding a phone conversation, including the organizer and **Messaging** features. You cannot browse the Web or send and receive email while on a voice call.

From any application, press **Phone/Talk** 🕥 to return to your **Today** screen.

#### **Saving Phone Numbers**

After you complete a call, you are prompted to add the number if it is not already in your **Contacts** list.

- > To create a new contact for this number, select Create New Contact.
- To add this number to an existing contact, select Copy and Add, and then select a contact name.
- To permanently disable the Add Contact prompt, select Don't show this again.

Did You	If an incoming call uses caller ID blocking, you do not see the Add Contac	
Know?	prompt.	

Tip:	You can re-enable the <b>Add Contact</b> prompt even if you chose <b>Don't show</b>	
	this again. See "Selecting Your Call Settings" on page 90 for more	
	information.	

If you don't add a number right away, follow these steps to add it later:

- 1. Go to the Call Log (see "Redialing a Recently Called Number" on page 65).
- 2. Highlight the number you want to save.
- 3. Press and hold Center to open the shortcut menu, and then select Save to Contacts.
- 4. Enter the information for the entry.
- 5. Press OK 🛞.

 Tip:
 You can also save contact information from other applications, such as Messaging.

## More Ways to Manage Calls

Your Treo device offers many advanced telephone features, including call waiting and three-way calling,.

### **Making a Second Call**

You can make a second call while your first call is still active.

- 1. Press Hold (left softkey) to put the first call on hold.
- To dial a second number, use any of the methods described in "Making Calls" on page 61. (If you're dialing by contact name or with the keyboard, you must first use the 5-way to select the Dial Lookup field.)



When two calls are active, your **Today** screen includes two call status sections, each representing one of the calls.

Did You Know?	When the second call is outgoing, you can conference the two calls, but you cannot swap between them.
	When the second call is incoming, you can swap between the two calls, but you cannot conference them.
	When two calls are active and you press <b>Power/End</b> , you hang up both calls. To return to the first call, wait for the person on the second call to hang up.

## Answering a Second Call (Call Waiting)

When you're on a call and you receive a second call, the call-waiting notification appears. You can do any of the following:

- Place the current call on hold and answer the new call: Press Answer (left softkey) or Phone/Talk ().
- Hang up the first call: Press Power/End 😰. (The second call becomes an incoming call alert, which you can choose to answer or ignore.)

### Making a Conference Call

When the second call is outgoing, you can join two calls in a conference session. Additional charges may apply and minutes in your account may be deducted for each active call. Please contact Sprint for more information.

- **1.** Put the first call on hold, and then place a second call.
- 2. Press Conference (left softkey); this joins the two active calls in a conference.
- When you're done, press End Conference (left softkey); this ends the second call and returns you to the first call. (If you're ready to hang up both calls, press Power/End () instead.)



**Using Your Phone** 

## Using Flash Mode During an Active Call

Flash mode is an alternate way to manually manage your calls while one or more calls are active. The preferred methods are described in "Making a Second Call" on page 74, "Answering a Second Call (Call Waiting)" on page 75, and "Making a Conference Call" on page 75. This mode is often used during a conference call when one of the calls has ended but the other remains connected.

- 1. Press Phone/Talk 🕥 from the Active Call screen.
- 2. Select Send Key (Flash) to enter Flash mode.
- **3.** Depending on the state of your active call, pressing the **Flash** (left softkey) does one of the following:
  - If you have two active calls, you can swap between them if the second call is an incoming call.
  - If you have one active call, you can dial another number. You can press
     Flash (left softkey) again to set up a conference call.
  - If you have two calls in conference, press **Flash** (left softkey) to hang up the second call, and then dial another number.
- 4. Press Power/End 😰 to exit Flash mode and end all calls.

### **Forwarding Calls**

You can forward calls to another phone number. Please check with Sprint about availability and pricing of forwarded calls; additional charges may apply.

- 1. Go to your Today screen.
- 2. Dial \*72 followed by the number where you want to forward your calls. (For example: \*72 415-555-1234.)

- 3. Press Phone/Talk 🕥 to dial.
- 4. When you're ready to turn off call forwarding, dial \*720, and then press Phone/Talk **(**.

Тір:	If <b>*72</b> and <b>*720</b> do not turn call forwarding on and off, please contact Sprint to obtain the forwarding codes for your area.
	After you turn on call forwarding, call your smart device to confirm that call forwarding is active.

## **Using Sprint PCS Voice Command**

If you subscribe to the Sprint PCS Voice Command service, you can call a number by just saying a name. (There is a monthly charge for this service.)

To activate Sprint PCS Voice Command, you must speak to a Sprint Customer Service representative:

- 1. Go to your Today screen.
- 2. Press \* (Option 🕥 + Z), and then press 2.
- 3. Press Phone/Talk 💽 to contact Sprint Customer Service and sign up.

#### Setting Up Your Personal Address Book

To use Sprint PCS Voice Command, you must first set up your personal address book.

- 1. Go to your Today screen.
- 2. Press \* (Option 🕥 + Z).
- 3. Press Phone/Talk 🕥.
- Follow the system prompts. (You'll hear a tone, followed by the prompt "Ready.")
- 5. Say "Add Name" to begin setting up your personal address book, and then follow the voice prompts.

#### Making a Call With Sprint PCS Voice Command

- 1. Go to your Today screen.
- 2. Press \* (Option ) + Z).
- 3. Press Phone/Talk 💽. (You'll hear a tone followed by the prompt "Ready.")
- After the prompt, say "Call" and the name you've assigned to the number you want to call. (Your request will be repeated and you will be asked to verify it.)
- 5. Say "Yes" to dial the call. (Say "No" to cancel.)

Note:	Sprint PCS Voice Command service cannot be used with wireless
	headsets that are enabled with Bluetooth wireless technology.

Did You	You can also use voice commands to execute some commands on the	
Know?	Start menu and the Programs menu. See "Setting Up Voice Commands" and "Using Voice Commands" on page 286.	

#### Section 2B: Using Your Device's Phone Features

## **Defining Speed Dial Buttons**

Your smart device lets you create both picture and text speed dial buttons so that you can select a button on the **Today** screen to quickly dial a number.

#### **Creating a Speed Dial Button**

You can create up to 20 picture buttons and 50 text buttons.

- 1. Go to your Today screen.
- 2. Press Menu (right softkey) and select New Speed Dial.
- 3. Do one of the following:
  - Select Link to contact, select the contact you want to link to this button, and then select the number you want to dial with this button.

Select Label and enter a name for this button, and then select Number and enter the phone number you want to dial with this button.

Optional) Enter a Quick Key. When the Today screen is displayed, you can press and hold the Quick Key to instantly dial this number. (Quick Keys can be letters or numbers, but you can't use both the letter and number for the same key. For example, the voicemail Quick Key is 1. The letter equivalent for that key is E, so you cannot assign E as a Quick Key to another speed dial button. You can create up to 50 Quick Keys for speed dial buttons and 20 Quick Keys for picture speed dial buttons.)



4. If this button is linked to a contact entry with a picture, select either Text Speed Dial or Picture Speed Dial to indicate which type of button you want to create. (If this button is not linked to a contact or the contact doesn't have a picture, the Picture Speed Dial option is not available.)

> You can add a special ringtone to a contact associated with the speeddial button. See "Adding a Contact" on page 202.

5. (Optional) Select the **Advanced** tab and set any of the following options:

Tip:

 Extra Digits: Defines additional numbers to dial, such as a password or extension. (In addition to numbers, you can enter the following symbols: star (\*) and pound (#). You can enter a comma (,) to insert a one-second pause.)

Dial extra digits automatically: Dials
predefined extra digits immediately after dialing the phone number. (If
you do not check this box, you need to press <b>Extra Digits</b> 🦳 (left
softkey) to dial these digits.)

🛃 Start	💷 🎢 🚍 ६ः	26 ok
Extra Digits: 9,		
(Comma = pause	e 1 second)	
Dial extra digi	ts automatically	
Show voice n	nail buttons	
	前 📭 🙌	
12 5 34	44 62 6	
Speed dial Advanced	1	
Cancel	🔤 Del	ete

- Show voice mail buttons: Displays the voicemail playback controls after you dial this speed dial number. (When this option is checked, you can enter numbers below each control to tailor the controls to your voicemail system. You cannot select these controls with a stylus.)
  - 🕺 Plays the previous message.
  - Saves the current message.
  - Plays the current message.
  - Deletes the current message.
  - Repeats the current message.
  - ▶ Plays the next message.
- 6. Press OK 🛞.

Tip:The playback controls for the Sprint Voicemail speed dial button are<br/>already set up for the Sprint voicemail system.

#### **Editing a Speed Dial Button**

- **1.** Go to your **Today** screen.
- 2. Highlight the speed dial button you want to edit.
- 3. Press and hold Center to open the shortcut menu, and then select Edit Speed Dial.
- 4. Make the desired changes.
- 5. Press OK 🛞.

 Tip:
 You can also edit a speed dial button by pressing Menu and selecting

 Speed Dial Options, and then selecting the button you want to edit.

#### **Deleting a Speed Dial Button**

- 1. Go to your Today screen.
- 2. Highlight the speed dial button you want to delete.
- Press and hold Center 
  to open the shortcut menu, and then select Edit Speed Dial.
- 4. Press Delete —.
- 5. Select Yes to confirm deletion.

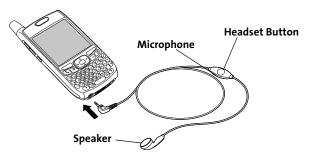
#### **Arranging Your Speed Dial Buttons**

- 1. Go to your Today screen.
- 2. Press Menu (right softkey) and select Speed Dial Options.
- 3. Highlight the button you want to move.
- Press Option () + Up ▲, Down ▼, Right ▶, or Left < to move the button in that direction.</li>

🛃 Start	EV. V	3:32	ok
Today : Speed	Dial Optic	ons	
Press Option + so	croll to move	a button	
Voicemail	1 Joh	n (w)	
David (h)		e (w)	
New		Menu	

## **Using a Phone Headset**

You can connect a phone headset for hands-free operation. If you need to use your device while driving and this is permitted in your area, we recommend using the phone headset included with your device, or a hands-free car kit (sold separately).



The headset button is context sensitive, and it performs various actions based on the situation. You can press the headset button to perform any of the following tasks:

- Answer an incoming call.
- Respond to call waiting.
- Hang up all calls.
- Swap between calls if the second call is an incoming call.
- Create a conference call if the second call is an outgoing call.

### **Headset Specifications**

You can use the headset that came with your smart device or compatible thirdparty headsets. Here are tips for using a headset:

- Your smart device works with headsets that have a 2.5mm, 3-pin connector.
- When in doubt, ask the third-party headset manufacturer if the product is compatible with your Treo700wx smart device. (If you hear a headset buzz or poor microphone performance, your headset may be incompatible with your smart device.)
- The headset designed for Treo 180/270/300 smart devices is not compatible with the Treo700wx smart device.

Tip:	The stereo headset included with your device allows you to listen to music in stereo. You do not need to use a stereo adapter. For more
	music in stereo. You do not need to use a stereo adapter. For more
	information on compatible audio accessories, visit <u>www.palm.com/us/</u>
	support/treo700wxsprint.

#### Using a Hands-Free Device With Bluetooth Wireless Technology

Your Treo device is also compatible with many headsets and car kits enabled with Bluetooth wireless technology version 1.1 or 1.2. Please note, however, that you cannot use a Bluetooth headset to listen to MP3 files on your smart device.

For a list of compatible hands-free devices with Bluetooth wireless technology, go to <u>www.palm.com</u>.

To learn how to set up and connect to Bluetooth devices, see "Connecting to Devices With Bluetooth<sup>®</sup> Wireless Technology" on page 160.

Here are tips for working with a Bluetooth hands-free device:

- To transfer a call from the handset to a Bluetooth hands-free device during a call, press Menu (right softkey) and select Connect Bluetooth. (To transfer the call back to the headset, press Menu (right softkey) and select Cancel Bluetooth.)
- To transfer a call from a wired headset to a Bluetooth headset or car kit that is within range and with which you've previously set up a partnership (Bluetooth headset or car kit required, sold separately), unplug the wired headset and press the button on the Bluetooth headset or car kit.
- If you have both a compatible Bluetooth headset and car kit, the one you connected to your smart device last becomes the active device.

Tip:	To find out how to transfer your contacts from your device to your car kit,
	go to <u>www.palm.com/us/support/bluetooth</u>

Before You	Turn on your phone to access your phone settings. See "Turning Your
Begin:	Phone On and Off" on page 18.

#### **Selecting Ringtones and Vibrate Settings**

You can set different tones for different types of incoming phone calls and notifications.

	You can download MP3, MIDI, QCELP, WAV, and WMA ringtones directly
KIIOW:	to your smart device (see "Downloading Files and Images From a Web Page" on page 155). You can also download ringtones to your computer and then email them to your phone. Your device also supports video ringtone formats WMV and 3GP, 3G2 (video files recorded from your smart device camera).

- **1.** Press **Start and select Settings**.
- 2. On the Personal tab, select Sounds & Notifications 💓.
- 3. Select the Notifications tab.

- **4.** Select the **Event** list, and then select which type of call or notification you want to set the ringtone for:
  - Phone: Known Caller: An incoming call from someone in your Contacts list or Speed Dial list.
  - Phone: Missed call: A call you did not answer.
  - Phone: Roaming: A call that comes in when you're outside the Nationwide Sprint PCS Network.
  - Phone: Unknown Caller: An incoming call from someone identified by caller ID who is not in your Contacts list or Speed Dial list.

📇 Settings	EU 🎢 🚍 🔤			
Sounds & Notifications				
Event: Phone: Known Caller 🔹				
Ring type:	Ring 👻			
Ring tone:	Treo 🔻			
Vibrate when ringer switch off				
Vibrate when ringer switch on				
Sounds Notifications	Manage			
	***			

• Phone: Voice mail: A new voicemail.

For the **Missed call** and **Voice mail** options, select sound and display options instead of ring type and ring tone.

- 5. Select the Ring type list, and then select the ring style for the selected type of call.
- 6. Select the Ring tone list, and then select the sound for the selected type of call.
- 7. (Optional) Select Play **>** to preview the sound.
- 8. Check the Vibrate when... boxes to turn the vibrate feature on/off based on the ringer switch setting.
- 9. Repeat steps 4–7 to select ringtones for other types of calls.

Tip:

Tip:	To record, preview, delete, and send sounds on your smart device, select the Manage tab. To record a sound, press Menu and select New Sound. To
	play a sound, select it. To delete a sound, highlight it and press <b>Backspace</b> . To send a sound, highlight it, press <b>Menu</b> , and select <b>Send Sound</b> .

#### **Adjusting Volume Settings**

- Call volume: While a call is in progress, press the Volume button (on the side of your smart device) to adjust the call volume.
- **Music/Video volume:** While playing music or a video, press the **Volume** button to adjust the music/video volume.
- **Ringer volume:** When a call is not in progress and you are not playing music or a video, press the **Volume** button to adjust ringer volume.

Did YouYou can also set sounds for messaging notifications and calendarKnow?You can also set sounds for messaging notifications and calendarreminders. See "Selecting Sounds & Notifications" on page 279.

### Assigning a Picture and Ringtone ID to a Contact

- 1. Press Start 🔊 and select Contacts.
- Highlight the contact that you want to give a picture caller ID, and then press Center .
- **3.** Highlight the contact's name, and press **Edit** (left softkey).
- 4. Select Picture.

Section 2B: Using Your Device's Phone Features

- Select Camera to take a picture and add it to this contact entry (if your smart device includes a camera), or select an existing picture for this contact entry.
- 6. Select Ring tone and then select a tone for this contact entry.

#### **Selecting Your Call Settings**

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Phone 📞
- 3. On the Phone tab, set any of the following options:
  - **Dialpad:** Sets the style for the dialpad tones (DTMF) in the **Phone** application.
    - Short tones: Tones sound briefly as you dial.
    - Long tones: Tones continue to sound until you release the key.
  - TTY/TDD: Lets you configure your smart device for use with a TTY/TDD device for people who are deaf or hard of hearing. (See "TTY Use With Sprint PCS Service" on page 93 for more information.)
  - After calls from numbers that are not in Contacts, ask if I want to add them: Indicates whether you are prompted to add contact entries for numbers that are not already in your Contacts list.
- 4. Press OK 🛞 to finish.

Tip:If you have trouble accessing a voicemail system, try changing the<br/>Dialpad tone setting.

🛃 Settings	EU 🏹 🖙 🔤			
Phone - (408) 555-2760				
Dialpad:	Short tones 🗸 👻			
TTY/TTD:	Off 👻			
After calls from numbers that are not in Contacts, ask if I want to add them.				
Set <u>ring tones</u> for incoming calls.				
Phone Service	s Dialing Security			

### **Setting Your Dialing Preferences**

Dialing preferences let you assign a prefix to your phone numbers. For example, you can automatically dial a 1 before all 10-digit phone numbers. You can add a different prefix based on the length of the phone number.

- 1. Press Start and select Settings.
- 2. On the Personal tab, select Phone 🕻.
- 3. On the Dialing tab, set any of the following options:
  - Dialing from North America: Formats phone numbers using North American conventions (XXX-XXX-XXXX).
  - Always dial 1 in front of the area code: Adds a 1 in front of 10-digit phone numbers. This option is available only when North American Dialing is enabled.
  - International Dialing Prefix: Adds the specified number in front of International

phone numbers. (When an international number beginning with "+" is dialed, the "+" is replaced with the number in this field.)

4. Press OK 🛞.

Filolie				
✓ Dialing from North America ✓ Always dial 1 in front of area code				
International Dialing Prefix: 011				
Abbreviated Dialing				
Phone Services Dialing Security				

Settings

💷 🏹 📼

## **Setting Your Abbreviated Dialing Preferences**

Abbreviated dialing is used to automatically dial a complete phone number when you enter a shortened version of that number. Shortened phone numbers are typically used in corporate phone systems that allow internal users to dial an extension number rather than the complete number.

For example, if your co-worker's phone number is 1-555-222-1234, you may need to dial only the last five digits of that number from an internal phone. In that case, you would dial 21234. If that shortened five-digit internal number is entered in your contact list or in a corporate Global Address List (GAL), your Treo device device will attempt to dial an incomplete number because it is not on the internal phone network.

If that is the case, use the abbreviated dialing settings to automatically complete shortened numbers. For example, if all the phone numbers in your office begin with 1-555-22, followed by a five-digit extension, set your smartphone to automatically enter 1-555-22 as the prefix before any five-digit number. When you enter your colleague's five-digit extension, your device automatically dials 1-555-22 plus the 5-digit extension. The complete number is 1-555-222-1234

- 2. On the Personal tab, select Phone 📞
- 3. On the Dialing tab, select Abbreviated Dialing, and then check the box that corresponds to the number of digits you want your smartphone to dial (3, 4, 5, 6, or 7). Selecting the option adds a prefix to numbers with the specified number of digits.
- Settings
   EU
   Y₁ ( ⊂ ∞k

   Abbreviated Dialing
   Dial
   before 3-digit numbers

   Dial
   before 4-digit numbers

   Dial
   1-555-22

   Dial
   before 5-digit numbers

   Dial
   before 6-digit numbers

   Dial
   before 7-digit numbers

Press OK ().

#### **TTY Use With Sprint PCS Service**

A TTY (also known as a TDD or Text Telephone) is a telecommunications device that allows people who are deaf or hard of hearing, or who have speech or language disabilities, to communicate by telephone.

Your device is compatible with select TTY devices. You can connect a TTY/TDD machine, headset, or hands-free kit to your device through the headset jack while this mode is enabled. Please check with the manufacturer of your TTY device for connectivity information and to ensure that the TTY device supports digital wireless transmission.

See "Selecting Your Call Settings" on page 90 for instructions to turn on the **TTY/ TDD** feature.

When establishing your Sprint PCS service, please call Sprint Customer Service via the state Telecommunications Relay Service (TRS) by first pressing **711**, and then

pressing **Phone/Talk** () to dial. Then provide the state TRS with this number: 866-727-4889.

Section 2B: Using Your Device's Phone Features

WARNING	911 Emergency Calling
	Sprint recommends that TTY users make emergency calls by other means, including Telecommunications Relay Services (TRS), analog cellular, and landline communications. Wireless TTY calls to 911 may be corrupted when received by public safety answering points (PSAPs), rendering some communications unintelligible. The problem encountered appears related to TTY equipment or software used by PSAPs. This matter has been brought to the attention of the FCC, and the wireless industry and PSAP community are currently working to resolve this.

#### **Selecting Your Data Settings**

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Phone 🕻.
- 3. Select the Services tab and then select Data Settings.
- Indicate whether you want to allow a voice call to interrupt a data session. SMS messages will not be received on the device during any data session.
- 5. Press OK 🐵 to return to Phone Settings.
- 6. Press OK 🛞 to finish.



#### **Selecting Your Privacy Settings**

- 1. Press Start and select Settings.
- 2. On the Personal tab, select Phone 👢.
- **3.** Select the **Services** tab and set any of the following options:
  - Voice Privacy: Prevents over-the-air eavesdropping when this option is turned on and this feature is available on the Sprint network.

🛃 Settings	💷 🎢 🚍 🔤
Phone	
To access settings for a it from the following list	
Data Settings Location Privacy	
Roaming Voice Privacy	
Clear Voicemail Icon	]
Phone Services Dialing S	iecurity

- Location Privacy: Indicates whether your smart device broadcasts your location at all times, or only during a 911 call.
- 4. Press OK 🛞 to return to Phone Settings.
- 5. Press OK 🛞 to finish.

 Tip:
 For quick access to the Location Privacy setting, tap the Location Privacy icon on your Today screen.

## **Controlling Your Roaming Experience**

Your device is digital dual-band, which means you can make and receive calls while on the Nationwide Sprint PCS Network and you can also roam on other digital networks where Sprint has implemented roaming agreements with other carriers.

When you roam outside the Nationwide Sprint PCS Network, the Roaming

icon **R** appears at the top of the screen. Additional charges may apply if you use your Treo700wx smart device while roaming.

To learn more about roaming, visit www.sprint.com.

#### **Feature Availability**

- You can make and receive calls while roaming.
- You can access voicemail while roaming.
- Other features that are standard on the Nationwide Sprint PCS Network, such as call waiting, Sprint PCS Voice Command, and Sprint PCS Vision, may be available depending upon your roaming network.
- Data services may not be available when you are roaming on partner networks.

#### **Setting Roaming Preferences**

Use Roaming Preferences to set specific options for using your phone while roaming. For example, you can set options to be notified that you are roaming before placing a call or making a data connection, so that you are aware that you might incur extra charges.

- **1.** Press **Start** and select **Settings**.
- 2. On the Personal tab, select Phone 🐛
- 3. Select the Services tab, and then select Roaming.
- 4. Select the Network Selection pick list and select the networks with which you want to allow your phone to make a connection:
  - Allow roaming enables your phone to determine the best network—either home or roaming—with which to connect.
  - Home network only allows your phone to connect only to your home networks.
  - Roaming networks only allows your phone to connect to roaming networks only.
- 5. Check the boxes to enable either or both of the following roaming warning options:
  - Before outgoing calls causes an alert to appear, warning you that you are on a roaming network when you attempt to dial an outgoing call.

🏄 Settings 🛛 🖫 📼 🔜
Phone
To access settings for a service, select it from the following list.
Data Settings Location Privacy
Roaming Voice Privacy
Clear Voicemail Icon
Phone Services Dialing Security



Using Your Phone

- Before data connections prevents a data connection while roaming. (An alert appears warning you that you are on a roaming network when you attempt to make a data connection. To dismiss the warning and make the data connection, select the Don't show this again. Always connect when roaming checkbox. You must then attempt to make a data connection again.)
- 6. Press OK 🛞.

## **Checking Signal Strength and Phone Status**

You can monitor the status of your device's signal strength and several other items, using icons at the top of your **Today** screen:

- Sprint Your phone is on and you're inside the Nationwide Sprint PCS Network. If you are outside a coverage area, **No Service** or **Roaming** appears instead. **No Service** means that there is no coverage at all and **Roaming** means that another wireless service provider's network is available. When you turn off your phone, **Phone Off** appears.
- You missed an incoming call.
- You have a voicemail message.
- You have a new email or text message.
- An error occurred during synchronization.
- You have more than one of the conditions listed above.
- Your phone is on. The bars display the signal strength. The stronger the signal, the more bars appear. If you are outside a coverage area, no bars appear.
- Your phone is off.
- **R** You are outside a Sprint coverage area and roaming on another wireless service provider's network.

A voice call is in progress.

You are in an area that supports Sprint PCS Vision (1xRTT) data services. 1xRTT (Single carrier [1x] radio transmission technology) is a wireless technology that can provide fast data transfer and Internet access with average speeds of 60-80Kbps and bursts up to 144Kbps.

You are in an area that supports mobile broadband (EVDO) data services.

EVDO (Evolution Data Optimized) is a wireless broadband technology that is designed for very high-speed data transfer with average download speeds of 400-600Kbps, capable of reaching speeds up to1.8Mbps, and upload speeds up to 156Kbps.

A Sprint PCS Vision data call is in progress. You can make calls, but you cannot receive calls; any incoming calls go to voicemail. When you make a call, the data transmission is automatically interrupted.

A mobile broadband data call is in progress. You can still make or receive calls. When you make or receive a call, the data transmission is automatically interrupted.

Your phone is connected to a Sprint PCS Vision network, but you are not actively transmitting data. You can still make or receive calls.

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Your phone is connected to a mobile broadband network, but EV. you are not actively transmitting data. You can still make or receive calls. Your Treo700wx smart device is connected to a computer or **4**--i network that is providing a data connection. A data connection is not available or your phone is off. ÷x ActiveSync is currently synchronizing with the Exchange t7 Server. Your smart device's battery is low. **\_\_\_!** Your smart device's battery is charging. 4 Your smart device is connected to a power outlet and 5 the battery is fully charged. Voice privacy is preventing over-the-air eavesdropping. Appears VP. during a call when this option is turned on and available on the Sprint network. Location privacy setting is set to Location On. Your location is Ð available to the Sprint network and other applications. The icon appears with a red slash when the **911 only** option has been selected. See "Selecting Your Privacy Settings" on page 95 for information.

- The **Bluetooth**<sup>\*</sup> wireless technology status indicator appears in gray when this feature is off, in blue when this feature is on, and in reverse blue when your smart device is communicating with another Bluetooth device. To quickly turn the **Bluetooth** feature on and off, tap the **Bluetooth** icon to access the **Bluetooth Settings** screen.
- A call is in progress and your smart device is connected to a Bluetooth headset or car kit.

# Using Sprint PCS Vision and Other Wireless Connections



### Section 3A

## Sprint PCS Vision—The Basics

#### **In This Section**

- Getting Started With Sprint PCS Vision
- Accessing Sprint PCS Vision
- Personalizing Your Service With On Demand
- Using Your Device's Phone as a Modem

## **Getting Started With Sprint PCS Vision**

Sprint PCS Vision provides wireless access to the Internet anywhere on the Nationwide Sprint PCS Network. To sign up for Sprint PCS Vision services or to access complete instructions, visit <u>www.sprint.com</u>. For information on charges associated with features that use a Sprint PCS Vision connection, refer to your Sprint PCS service plan.

#### **Enabling Sprint PCS Vision**

- 1. Make sure your device's phone is turned on, as described in "Turning Your Phone On and Off" on page 18.
- 2. Press Start and select Internet Explorer to open your device's Web browser and make a Sprint PCS Vision connection.
  - If you have not already done so, select Now when the Preparing Vision Services dialog box appears. (This initiates a one-time process to configure your Sprint PCS Vision services. At the end of this two-minute process, your device connects to the Sprint PCS Vision home page.)
  - If you want to cancel the connection, select No.

## Tip:To bypass the Connect to the Internet dialog box in the future, check the<br/>Don't ask me again box.

- 3. Use the 5-way navigator to scroll around and select from a variety of online services.
- 4. Press OK 🛞 to close Internet Explorer Mobile and end your session.

## **Accessing Sprint PCS Vision**

Once your device is activated, you are signed in and ready to connect to Sprint PCS Vision services at any time.

#### Sprint PCS Vision User Name

Your Sprint PCS Vision User Name is automatically assigned to you. Your user name, which resembles an email address (for example, <u>name@sprint.com</u>), is used with Sprint PCS Mail and Messaging services. Your Sprint PCS Vision User Name is simply an additional address that identifies your Sprint PCS Account. When your device is enabled with Sprint PCS Vision services, your user name automatically appears on the **About** screen.

To find your user name:

- 1. Press Start 🔊 and select Settings.
- 2. Select the System tab, and then select About 🚺.
- 3. Select the Phone tab, and then scroll down to Data user name.

#### Sprint PCS Vision Symbols on Your Screen

When you are connected to Sprint PCS Vision services, a data connection icon appears at the top of the **Today** screen. See "Checking Signal Strength and Phone Status" on page 99 for a description of the various data connection icons.

#### **Sprint PCS Vision Billing Information**

See your service plan for details on Sprint PCS Vision billing.

## Personalizing Your Service With On Demand

With Sprint's On Demand feature, you can personalize your device's data services to suit your needs. The On Demand feature makes it easier than ever to retrieve the most popular Web information and categories instantly. On Demand uses the ZIP code you provide to customize the content you receive, so you can get the information you want, when you want it.

On Demand acts like a computer browser's customized home page, displaying a variety of top categories such as News, Sports, Weather, Stocks, Showbiz, and more. This information is updated throughout the day, so you'll always be up-todate. In addition to presenting a number of fixed categories, On Demand also offers optional categories (for an additional monthly charge) that allow faster access to even more information.

#### Initializing Your On Demand Service

- 1. Press Start 🔊 and select Programs.
- 2. Select On Demand 🕓.
- 3. Enter your preferred ZIP code and press Next (right softkey). (The On Demand service customizes itself to your selected location, and the On Demand menu screen is displayed. This process can take a few minutes to complete.)



#### **Accessing On Demand Information**

Finding the information you're looking for with On Demand is as easy as navigating a Web browser on your computer. (The following examples illustrate how to access News and Movies information.)

To access News information using On Demand:

- 1. Press Start 🔊 and select Programs.
- 2. Select On Demand (S). (The On Demand menu screen is displayed.)
- Highlight News (the button name changes to Late Breaking News & Photos), and then press Center .
- 4. Depending on which category you select, you see a menu with additional options (for this example, you would be able to select from such subschappeners as "The Staries". "ILC News." "World



- 5. Select a subcategory, and then select an article you would like to view. (The article is displayed.)
- 6. Navigate the content as follows:
  - Press Up ▲ or Down ▼ to scroll through the article.
  - If there is a link to a related article or picture, press Left 
     to select the link.
  - Press **Right** b to access the options at the bottom of the screen.



To access Movies information using On Demand:

- **1.** Press **Start and select Programs**.
- 2. Select On Demand (). (The On Demand menu screen will be displayed.)
- 3. Highlight Showbiz (the button name changes to Hollywood News & Showtimes), and press Center —. (A list of media options is displayed.)
- Highlight Movie Showtimes & Reviews, and press Center . (A list of current movie titles is displayed.)
- 5. Select a movie title.
- **6.** From the **Movie Title** display, select an option and follow the onscreen instructions. Options available may include:
  - Shows for Date to select a date for the movie.
  - <Theater listing> to view the movie's showtimes at a number of selected movie theaters in your area. (Follow the onscreen instructions to purchase will-call tickets,

which may not be available for all theaters or for all showtimes.)

• **Details** to view the movie's details, which may include cast, running time, plot synopsis, MPAA rating, reviews, and so on.

Additional fixed **On Demand** categories such as Stocks (which features a customizable stock ticker [delayed 20 minutes]), Weather, and Sports (which allows you to select your top teams), along with optional categories such as Maps and TV Guide, bring the information you want right to your screen—all without having to go through a traditional Web search.

One i ci		
😋 Movie Show	times & Re	views
TV News		(0/0)
🎝 Music News		(0/0)
🛞 Film News		(0/0)
Update		Menu

## Using Your Device's Phone as a Modem

Your device's data capabilities enable you to use your device's phone as a modem for your laptop computer anywhere on the Sprint advanced wireless high-speed data network. You'll be able to send and receive email, browse the Internet, and access your company's network anywhere on the Nationwide Sprint PCS Network.

# **Note:** To use this service, you may be required to sign up on a Sprint PCS Vision with Phone as Modem plan. Go to <u>www.sprint.com</u> or visit a Sprint Store for Phone as Modem plan details and more information.

#### Setting Up a Data Connection With Your Computer

In order to use your phone as a modem, you'll first need to load the Sprint PCS Connection Manager software on your computer, and then use the sync cable to connect your device to your computer.

To set up your phone-to-computer data connection:

- Insert the Getting Started CD that came with your device into your computer's CD drive and select the link to download and install the Sprint PCS Connection Manager software and drivers.
- Make sure your device's phone is turned on (see "Turning Your Phone On and Off" on page 18) and that one of the mobile broadband icons ( \* or \* ) appears at the top of the screen.

- 3. On your smart device press Start 🔊 and select Programs.
- 4. Select Modem Link 📲
- 5. Press OK 🛞 to dismiss the message Modem Link.
- 6. Select the Connection list, and then select USB.
- 7. Press Activate (left softkey).
- 8. Once the Sprint PCS Connection Manager software has been fully installed on your PC, and the Modem Link application is activated on your smart device, connect your device to your computer using the sync cable. (When your computer detects the connection, an icon s is displayed in the taskbar in the lower-right corner of your computer screen.)
- **9.** On your computer, open the **Sprint PCS Connection Manager** software, select your device name, and then click **Connect**.
- **10.** Once the connection is established, launch an Internet session, check your email, or do anything else you would do using a traditional Internet connection.
- When you're ready to terminate the Internet connection, double-click the Sprint PCS Connection Manager icon 
   in the taskbar in the lower-right corner of your computer screen, and then click Disconnect to end the session.

🏄 Moden	n Link	III 🏹 📼 🗙
Status:	Inactive	
Connection:		
USB		-
Baud rate:		
Unused		~
Access point	name:	
<none></none>		-
Activate	e B	<u></u>

Note:	While your mobile broadband data connection is active, you can receive incoming calls and place outgoing calls; however, doing either of these suspends the data connection until you hang up the call.
	Sprint PCS Vision services are available on the Sprint Nationwide PCS Network. Sprint mobile broadband services work anywhere on the Sprint Nationwide PCS Network, but broadband-like download speeds are available only in areas with high-speed data coverage.

## Section 3B

## Using Email and Messaging

#### **In This Section**

- About Email and Messaging
- Getting Started With Email
- Setting Up an IMAP or POP Email Account
- Sending and Receiving Email
- Sending and Receiving Text Messages
- Managing Your Messages
- Customizing Your Messaging Settings
- Using GoodLink Wireless Messaging
- Using Pocket MSN

## **About Email and Messaging**

Use the Messaging application to exchange email and brief text messages (SMS) with other wireless devices and email addresses that support these forms of messaging. You can also exchange instant messages (IM) with Pocket MSN. Before you use your smart device to send or receive messages, consult Sprint for pricing and availability of email, text, and data services.

Before You	Make sure your phone is on before you send or receive messages.
Begin:	

This chapter describes the various messaging options and walks you through setting them up, so that you can use your device to send and receive text and email messages.

## **Getting Started With Email**

You have several options for reading and sending email on your Treo<sup>™</sup> 700wx smart device. Just like on your computer, you can choose from various email applications to manage your email. (Additional fees may apply for email services.)

Your Treo700wx smart device comes with five email application options:

IMAP or POP (Outlook)	Exchange Server	GoodLink⁻ Wireless Messaging	Hotmail (Pocket MSN)	Web browser
Enables you to send and receive email messages with a corporate email account or an account you have with an Internet service provider (ISP).	Enables you to wirelessly synchronize your email and other information directly with the information stored on a Microsoft Exchange 2003 Server.	Provides real- time access to your Microsoft Outlook email, calendar, contacts, tasks, and notes.	Enables you to send and receive email messageswith an MSN Hotmail account.	Enables you to access Web- based email.

If you want to, you can set up more than one application to work with separate email accounts.

#### Which Email Application Should I Use?

If I want to			l can use		
	Outlook	Exchange Server	GoodLink	Hotmail	Web browser
Check email from a POP or IMAP account	√				
Access email from multiple email accounts	√				
Check fee-based Internet mail, such as Yahoo! Mail Plus or AOL	√				
Sync my email and organizer information with my company's Exchange server		✓	✓		
Use the Advanced Encryption Standard (AES) while sending and receiving messages			✓		
Check my Hotmail account				$\checkmark$	
Check other free Web mail, such as Gmail or Yahoo!					√

Tip:	You can receive email messages in various formats, including HTML, RTF, and plain text.

If your email account requires a VPN connection to establish a secure
connection, VPN servers may require that you install specific VPN
software (sold separately) on your smart device before you can access
your email. See "Connecting to a VPN" on page 310 for more information.

## Setting Up an IMAP or POP Email Account

You can send and receive email messages with an email account that you have with an Internet service provider (ISP), an email account that you access using a VPN server connection (such as a work account), or any other IMAP (Internet Message Access Protocol) or POP email account.

Note:

If you have multiple email accounts, you must enter settings for each email account.

#### How Do I Get Started?

Work with your system administrator to gather the following information:

- Account type (POP3 or IMAP).
- Mail server name for receiving mail.
- Mail server name for sending mail.
- Your username and password.
- Domain name.
- Any special security requirements.

If you have problems configuring your account, go to <u>www.palm.com/emailsetup</u> for more information.

#### Setting Up Email to Work With Common Providers

- 1. Go to your Today screen.
- 2. Press Messaging \_\_\_\_ (left softkey).
- Press Menu (right softkey) and select Tools > New Account.
- 5. Wait until the Status box displays Completed, and then press Next (right softkey).
- 6. Enter your name, username, and password.
- If you want to enter your password each time you access this account, do not check the Save password box. (If you want your password entered automatically, check this box.)

🏄 РОРЗ		💷 🏹 📼	
E-mail Setup (2	/5)	6	٥
Auto configurati	on		
Attempting to aut e-mail settings.	omatically	configure your	
To skip this step, I	tap Next.		
Status:			
Completed			
Back		Next	1

🏄 рорз		💷 🏹 🥽
E-mail Setup (3	8/5)	0
User information Your name:	I	
User name:		
Password:		
	Save p	assword
Back		Next

- 9. Select the Account type list, and then select POP3 or IMAP.
- Enter a name for this account, and then press Next (right softkey). (For example, if this is your work email account, enter "Work" or your company's name.)
- **11.** Enter the name of the Incoming mail and Outgoing mail servers. (Do not enter anything in Domain. It is not needed for POP3 or IMAP accounts.)
- (Optional) Select Options to select download settings for this account.
- **13.** Press **Finish** (right softkey).

指 Outlook E-r	nail	_ # ₹ <u>x</u> @	
E-mail Setup (4	l/5)		?
Account information			
Account type:	POP3		-
Name:	Work		
Back	-	Next	

🏄 РОРЗ		💷 🏹 📼
E-mail Setup (5	i/5)	<b>(</b> )
Server informat		
Outgoing mail:		
Domain:		
		Options
Back	1000	Finish

Tip:	To set up additional email accounts, press <b>Menu</b> , select <b>Tools</b> , and then select <b>New Account</b> . Enter the account information in the	
	E-Mail Setup wizard.	

Тір:
------

123

## Sending and Receiving Email

#### Creating and Sending an Email Message

You can receive plain text and HTML messages.

- 1. Go to your Today screen.
- **2.** Press **Messaging**  $\bigcirc$  (left softkey).

Tip:

You can also access the Messaging application from the Start menu.

- 3. Press Left < to cycle through your Messaging accounts until you see the email account you want to use in the title bar.
- Press New 
   (left softkey).
- Do one of the following to address the message:
  - If the recipient's name and email address are in your Contacts list, enter the first few letters of the recipient's first or last name. and then select the recipient's name.
  - If the recipient's name is in an online address book, you can find the name and add it. (For more information, see "Using an On-line Address Book" on page 145.)
  - If the recipient's name and email address are not in your Contacts list, enter the full email address.

Outlook E-mail EU Yil C From: Midyne <midyne@anycorp.com> (Outlook E-mail) To: donna@anvcorp.com Subject: Files When do you need those files? Midyne Send \*\*\*\* Menu



- 6. Select Subject and enter a title for the message.
- 7. Enter your message, or press Menu (right softkey), select My Text, and then select a predefined phrase you want to insert.
- 8. (Optional) Do any of the following:

**Priority** list, select a setting for the message, and then press **OK** <sup>(</sup>

Tip:	Not ready to send that message yet? You can save it without sending it.
	While creating a message, press <b>Menu</b> and select <b>Save to Drafts</b> . To access
	the draft, select the <b>Show</b> list in the upper-left, and then select <b>Drafts</b> .

Did You	If you are out of a coverage area or if your phone is off, your outgoing		
Know?	messages go into the <b>Outbox</b> . When you return to a coverage area, your pending messages are sent automatically and transferred to the <b>Sent</b> folder.		

#### Synchronizing Your Default Email Account

To send and receive messages for your default email account, simply synchronize your smart device with your computer. See "Setting the Synchronization Schedule" on page 265 for details. During synchronization, new messages are copied to your smart device's **Inbox**, and messages in the smart device's **Outbox** are sent.

Тір:	Your computer must be connected to the Internet when you sync your email.
	critai.

#### Synchronizing Your Other Email Accounts

To send and receive email messages for additional email accounts, such as an Internet Service Provider (ISP) account or an account that you access using a VPN server connection (typically a work account), follow these steps:

- 1. Go to your Today screen.
- 2. Press Messaging (left softkey).
- 3. Press Left ◀ to cycle through your Messaging accounts until you see the account you want to download in the title bar.
- Press Menu (right softkey) and select Send/Receive to synchronize your smart device with your email server.

#### **Receiving Attachments**

You can receive and open attachments in a number of different formats, including Word, Excel, PPT, and PDF. To receive and open attachments, do the following:

- **1.** Select the attachment (below the subject) to mark it for download.
- **2.** Synchronize the email account that contains the message as described in the previous sections.
- **3.** Select the attachment to open it.

	Did You	Embedded images and objects cannot be received as attachments,
Know?		unless you have an IMAP4 email account with TNEF disabled. Note that
		TNEF must be enabled to receive meeting requests.

If you have a Microsoft Office Outlook email account and want to download attachments automatically, do the following:

- 1. Press Start 🔊 and select Programs.
- 2. Select ActiveSync 🔞.
- **3.** Press **Menu** (right softkey) and select **Options**.
- 4. Select E-mail, and then select Settings.
- 5. Check the Include file attachments box.
- 6. Press OK 🙆.

 Tip:
 To store attachments on an expansion card, press Menu, select Tools >

 Options. Select Storage and then check the Store attachments on a storage card box.

To automatically download attachments from an IMAP4 email account (typically an ISP account) or an account that you access using a VPN server connection (typically a work account), do the following:

- **1.** Go to your **Today** screen.
- 2. Press Messaging (left softkey).
- **3.** Close any open messages.
- 4. Press Menu (right softkey) and select Tools > Options.

- 5. On the Accounts tab, select the IMAP4 account name.
- Press Next (right softkey) until you reach Server information, and then select Options.
- 7. Press Next (right softkey) twice, and then select Get full copy of messages and When getting full copy, get attachments.

#### **Using Links in Messages**

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

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

#### Forwarding a Message

- **1.** Open the text or email message you want to forward.
- 3. Address the message and enter any text you want to add.
- 4. Press Send \_\_\_\_ (right softkey).

## Sending and Receiving Text Messages

#### **Creating and Sending a Text Message**

Each text message can hold up to 160 characters. To save time, you can select from predefined **My Text** phrases, such as "Call me" or "On my way." You can add your own **My Text** phrases, and if you prefer, you can enter the full message text too.

- **1.** Go to your **Today** screen.
- 2. Press Messaging (left softkey).
- 3. Press Left < until you see Text Messages in the title bar.
- 4. Press New (left softkey).
- 5. Do one of the following to address the message:
  - If the recipient's name and wireless number are in your Contacts list, type the first few letters of the first or last name or simply enter the first initial, followed by a space, and then the last initial to find a name. (You can enter the first few numbers of a contact's wireless phone number.)

🚪 Text Mes	sages	EU 🎢 🥽	ok
To: <u>"Midyr</u> <u>555-35</u>		<u>&lt;(831)</u>	▲ =
On my way.			
			Ŧ
Send		Menu	

- If the recipient's name and wireless number are not in your **Contacts** list, enter the full wireless number or email address.
- To address a message to multiple recipients, separate the addresses with a semicolon (;). (If you address a single text message to three people, you are billed for three messages.)

- (Optional) Press Menu ── (right softkey) and select Message Options.
   Enter a callback number and then press OK
- 9. Press Send (left softkey).

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

Тір:	Some symbols can't be used in text messages. Invalid characters are automatically replaced by the Messaging application.
	5 1 5 6 6 11

### **Receiving Text Messages**

When your phone is on and you are in a wireless coverage area, you automatically receive new text messages. You can also set your smart device to notify you when a new text message arrives.

The new message notification may include either of the following options:

• **Reply:** Opens a message addressed to the sender's phone number.

Section 3B: Using Email and Messaging

• Menu: Opens a menu where you can select other options.



Did You	When you respond to a text message from the SMS list view, you can
Know?	change the phone number before sending the response. Open the text
	message and edit the phone number, or add an area code or country
	code. Enter your reply text and select <b>Send</b> to send the message.

Did You	When viewing a message, you can press <b>Right</b> on the <b>5-way</b> to move to
Know?	the next message in that account, or press <b>Left</b> on the <b>5-way</b> to move to the previous message in that account.

## **Managing Your Messages**

The status icons that appear next to each message in the **Inbox** and **Outbox** indicate the following:



An unread text message.



A read text message.

- 🖂 🛛 An unread email message.
- A read email message.
- An urgent message. (This icon appears below the message size on the right side of the screen.)

 Tip:
 Unread messages appear in bold. Messages you've read appear in plain text.

You can rearrange the messages in any folder or account.

- 1. Go to the Messaging account you want to arrange.
- 2. Select the Sort by list in the upper-right, and then select the sort method you want to use.

You can delete several messages at once from any folder.

- 1. Go to the Messaging account you want to delete the messages from.
- 2. Highlight the message(s) you want to delete. (To select multiple messages, tap and drag the stylus across the messages.)

Section 3B: Using Email and Messaging

Tip:	To permanently remove messages from the <b>Deleted Items</b> folder, press
	Menu and select Tools > Empty Deleted Items.

Did You	If you are working offline, messages that you deleted from the server are
Know?	deleted from your smart device the next time you connect, or according to the options you selected.

#### Adding a Signature to Your Messages

You can use a different signature with each Messaging account.

- 1. Go to the Messaging list.
- 2. Press Menu (right softkey) and select Tools > Options.
- 3. On the Accounts tab, select Signatures.
- Select the account you want to create a signature for.
- 5. Check the box to add this signature to new messages you create with this account.
- **6.** (Optional) Check the box to add this signature to messages you reply to or forward with this account.
- 7. Select the default signature text and enter the signature text you want to use.
- 8. Press OK 🖲.

🏄 Messaging 🛛 🐉 🏋 🤇	🗖 ok
Signatures	
Select an account:	
Outlook E-mail	•
Use signature with this account Use when replying and forwarding	
Enter a signature here.	- F

## **Customizing Your Messaging Settings**

- 1. Go to the Messaging list.
- Press Menu (right softkey) and select Tools
   > Options.
- 3. Select the Message tab and set any of the following options:
  - When replying to e-mail, include body: Indicates if the body of a message you received appears in your response to that message.
- Messaging
   CU Yil (C) intermediate

   Options

   When replying to e-mail, include body

   We could be added by the proving a message:

   After deleting or moving a message:

   Show next message

   Accounts

   Message

   Address

   Storage
- Keep copies of sent items in Sent folder: Indicates if messages you send are stored in the Sent folder.
- After deleting or moving a message: Specifies what you want to appear after you delete or move a text or email message.
- 4. Select the Address tab and set any of the following options:
  - In Contacts, get e-mail addresses from: Indicates whether you want to check
     Contacts in addition to any directory services for email addresses.
  - Verify names using these address books: Indicates which directory services you want to check for email addresses.
  - Add: Lets you add directory services to the list of online address books.



Section 3B: Using Email and Messaging

- 5. Select the Storage tab and set any of the following options:
  - Store attachments on storage card: Indicates that you want to automatically store email attachments on an expansion card.
  - Empty deleted items: Indicates whether you want to automatically empty the Deleted Items folder, and when you want this to occur.

📇 Mes	saging	💷 🏹 🛲 🖬	<
Options			
Storage of Current s	ory (59968KB f ard (not installe ize of attachme attachments or	ed) ints (37KB)	
Empty de	leted items:		
Manually		•	
Accounts	Message Add	dress Storage	
	2000		

## Using GoodLink<sup>®</sup> Wireless Messaging

You can install the optional **GoodLink** software for secure, access to your Microsoft Outlook email, calendar, contacts, tasks, and notes. **GoodLink** offers push synchronization of email and personal information; as messages are received on the server, they are automatically downloaded to your device.

For more information and to sign up, visit www.good.com.

Before You<br/>Begin:To use the optional Goodlink software, you must activate Sprint PCS<br/>Vision data services. See "Enabling Sprint PCS Vision" on page 106 for<br/>more information.

- 1. Press Start 🔊 and select Programs.
- 2. Select Get Good 🜉.
- 3. Follow the onscreen instructions to download and install the software.

After you install **GoodLink** on your device:

- 1. Press Start 🔊 and select Programs.
- 2. Select GoodLink 🔤 to open the application.

Before You	To use <b>Pocket MSN</b> , you must activate Sprint PCS Vision data services. See
Begin:	"Enabling Sprint PCS Vision" on page 106 for more information.

Pocket MSN provides quick access to the following:

- MSN Hotmail: Lets you read, write, send, and delete email. You can also manage your Hotmail folders.
- MSN Messenger Contacts list: Lets you see who's online and exchange instant messages (IM). Subscribe to status updates for selected contacts so you're notified when they're online.
- **Options:** Lets you customize your Pocket MSN experience.

Did You	To add Pocket MSN to your <b>Today</b> screen, see "Selecting Which Items
Know?	Appear on Your Today Screen" on page 276.

Tip:	When you set up a Pocket MSN Hotmail account, you can access that
	account in the <b>Messaging</b> application. To access your instant messages,
	use the MSN application or the MSN plug-in on the <b>Today</b> screen.

### Signing In to Pocket MSN

- **1.** Press **Start** and select **Programs**.
- 2. Select Pocket MSN.
- 3. Select MSN Mobile Home.
- 4. Select Sign in.
- 5. Enter the email address and password for your Passport account or your Hotmail account.
  - To create a Passport (IM) account, go to <u>www.passport.com.</u>

To create a Hotmail account, go to <u>www.hotmail.com.</u>



Section 3B: Using Email and Messaging

## Section 3C

# Using Exchange ActiveSync

### In This Section

- Setting Up an Exchange Server Account
- Setting a Sync Schedule With an Exchange Server
- Using an On-line Address Book

You can wirelessly synchronize the email, contacts, and other information on your smart device with a Microsoft Exchange Server by using ActiveSync<sup>°</sup> synchronization software.

### **Before You Begin**

- To wirelessly synchronize your device with a Microsoft Exchange Server, you
  must activate Sprint PCS Vision data services. See "Enabling Sprint PCS
  Vision" on page 106 for more information.
- Install the ActiveSync software from the Getting Started CD. See "Installing the Desktop Synchronization Software" on page 31 for more information.
- Work with your system administrator to gather the following information:
  - Exchange Server address and domain name.
  - Your username and password.

#### **Direct Push Technology**

Direct Push Technology uses an Internet Protocol (IP)-based methodology rather than SMS-based methodology, resulting in lower network overhead, lower costs, and more efficient communications. These features include Global Address List (GAL), Tasks Over The Air (OTA), and IP-based push updating of Outlook information (Email, Calendar, Contacts, and Tasks).

For delivery of Outlook email using Direct Push Technology, make sure that your Exchange Server 2003 is upgraded to Service Pack 2. Ask your system administrator if these synchronization features are enabled.

- **1.** Press **Start** and select **Programs**.
- 2. Select ActiveSync 🐵.
- 3. Press Menu cright softkey) and select Add Server Source.

Tip:

If you already set up an Exchange Server account, **Add Server Source** does not appear on the menu; **Configure Server** appears on the menu instead.

- 4. Enter the Server address, and then press Next correct (right softkey).
- 5. Enter your username, password, and domain. The password is casesensitive. (Your password can use numbers and text. Check if your Caps Lock and Option Lock are active because that can affect the password you are entering. See "Entering Lowercase and Uppercase Letters" on page 48 and "Entering Numbers, Punctuation, and Symbols" on page 48.)

 Tip:
 The Exchange Server settings are case-sensitive. Be sure to enter uppercase and lowercase letters properly.

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

ActiveSync	EU Yji 📼
Edit Server Settings	0
Server address:	encrypted (SSL)
Cancel 🗮	Next

Тір:	Ask your system administrator if it is OK to store your corporate email password on your smart device. You may need to enter your password
	each time you access your email for increased security.

- (Optional) Select Advanced to set the rules for fixing sync conflicts.
- Press Next (right softkey) and check the boxes for the types of information you want to synchronize with Exchange Server.
- **9.** (Optional) Highlight one of the items and select **Settings** to change the synchronization settings for that type of information.
- 10. Press Finish \_\_\_\_ (right softkey).
- **11.** Set your sync schedule. (See "Setting a Sync Schedule With an Exchange Server" on page 144.)



Note:	Settings are not available for all items. If you want to download more than the email message header, select <b>E-mail</b> in step 9 and increase the
	<b>KB</b> setting. If you don't increase this setting, you can manually download the rest of the message at your convenience.

## Setting a Sync Schedule With an Exchange Server

Before You<br/>Begin:Set up an Exchange Server email account. See "Setting Up an Exchange<br/>Server Account" on page 141.

Follow these steps to set your sync schedule:

- **1.** Press **Start** and select **Programs**.
- 2. Select ActiveSync 🐵.
- Set your schedule for peak and off-peak times. (To conserve power it is recommended to change your settings to synchronize every 30 or 60 minutes instead of as items arrive.)



- 5. Set your roaming preference. (If roaming charges are not a concern, select Use above settings when roaming.)
- 6. Press OK 🐵.

## Using an On-line Address Book

#### Adding an Online Address Book

Many email servers, including servers running Exchange Server, can verify names with an online address book, also called a directory service or a Global Address List. After you enter settings for an email account, **Messaging** checks your contact list and then the directory service to verify names that you enter in the **To**, **Cc**, and **Bcc** fields.

Before You	Do the following:
Begin:	<ul> <li>Ask your system administrator for the name of the directory service and the server, and whether authentication is required for accessing</li> </ul>
	an online address book.
	<ul> <li>If your company is using an Exchange Server 2003 upgraded to</li> </ul>
	Service Pack 2, you must first synchronize with the Exchange Server to enable the Global Address List to find a Contact.
	to enable the Global Address List to find a contact.

- In the message list, press Menu (right softkey) and select Tools > Options.
- 2. Select the Address tab.
- 3. Select the address book you want to check for email addresses, and then select Add.
- 4. Enter the name of the Directory service.
- 5. Enter the Server name.
- If your server requires authentication, check the box, and then enter your username and password.

- 7. (Optional) Check the Check name against this server box to enable this directory service.
- 8. Press OK 阃.

Optional: To delete a directory service, highlight it, press and hold Center on the 5-way, and then select Delete.

### Using an Online Address Book

You can access contact information, such as an email address or phone number, from your organization's online address book or Global Address List (GAL). To access a GAL, make sure you are accessing an Exchange Server 2003 upgraded to Service Pack 2. This feature is useful only if you know the exact name as it appears in the directory.

- 1. In a new message, tap the To box.
- 2. Press Menu c (right softkey), and select Add Recipient.
- **3.** Press **Menu** (right softkey), and select **Find Online**.
- **4.** Enter the contact name as it appears in the directory and tap **Find**. (You must spell the contact name correctly.)

If your organization's GAL uses abbreviated extension numbers, you can set your device to automatically dial the complete number. See "Setting Your Abbreviated Dialing Preferences" on page 92 for more information.

Did You	You can use the Global Address List to find a contact. In <b>Contacts</b> , press
Know?	Menu, and then select Find Online. When sending a meeting request, select Attendees, press Menu, and then select Find Online.

Тір:	When you sync your Microsoft Office Outlook email account, disable your online address books to avoid errors. Press <b>Menu</b> and select <b>Tools</b> > <b>Options</b> . Select <b>Address</b> and uncheck the <b>Check name against this server</b> box.
	DOX.

Section 3C: Using Exchange ActiveSync

## Section 3D

## **Browsing the Web**

#### **In This Section**

- Viewing a Web Page
- Working With Favorites
- Working With Web Pages
- Customizing Your Internet Explorer Mobile Settings

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

To browse the Web, you must activate Sprint PCS Vision data services. (See "Enabling Sprint PCS Vision" on page 106.) Internet Explorer Mobile supports JavaScript, Secure Sockets Layer (SSL), and cookies, but does not support plug-ins (Flash, Shockwave, etc.) or Java applets.

# Viewing a Web Page

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

- 1. Make sure your phone is on (see "Turning Your Phone On and Off" on page 18).
- 2. Press Start and select Internet Explorer.

Did You	You can also start a Web search from your <b>Today</b> screen by selecting the
Know?	Web Search field, entering the item you want to find, and then pressing
	Center on the 5-way.

- Highlight the address line, enter the address of the Web page you want to view, and then press Center . (If you browse to a secure Web page, the Lock icon in the address line appears closed instead of open.)
- **4.** Press **Menu** (right softkey), select **View**, and then select any of the following:
  - **One Column:** Arranges Web pages into one column that is as wide as the screen, so that you don't have to scroll horizontally.



• **Default:** Maintains a layout similar to what you see on a desktop computer, but it makes items smaller and arranges the content so that you can see most of it without scrolling horizontally.

- **Desktop:** Keeps the same layout and size as on a desktop computer, which requires both horizontal and vertical scrolling.
- Full Screen: Hides the status and navigation areas and fills the entire screen with the Web page. (To exit full screen mode, press — (right softkey) or — (left softkey). You can also tap and hold anywhere on the screen and uncheck Full Screen.)
- Show Pictures: Shows or hides pictures on Web pages. (Hiding pictures speeds up the time it takes to load pages.)
- 5. Do any of the following:
  - To view the previous page, press Back (left softkey) or Backspace (-).
  - To refresh the page with the latest content from the Internet, press
     Menu (right softkey) and select Refresh.
  - To scroll through the page in One Column view or Default view, press
     Up ▲ or Down ▼. (In Desktop view, press Up ▲, Down ▼, Left ◀, or Right
     ▶ to scroll in all directions.)

Tip:	To send a link, press Menu and select Tools > Send Link via E-mail. Select the
	Messaging account you want to use to send the link.

• To adjust the size of the text on Web pages, press **Menu** (right softkey), select **Zoom**, and then select the size you want.

- To view a Web page's properties, press Menu (right softkey) and select Tools > Properties.
- To view each item in a list, tap the list with your stylus.
- In a list, press Down or Left to cycle between items, and press Center to accept the change.
- In a form, such as a browser search field, press Center 
  to interact with the form, and then press Center 
  to stop interacting with the form.

Did You	You can send email from a Web page. Email addresses appear as links on
Know?	Web pages. After you configure an email application on your smart device, you can select an email link to create a message to that address.

#### 6. Press OK 🐵 to close Internet Explorer Mobile.

Tip:	To return to a recently viewed page, select the address line list, and then
	press <b>Down</b> . Use the <b>5-way</b> to select a Web address from the list.

Did You	The security certificates and 128-bit SSL strong encryption let you browse
Know?	secure sites, such as online shopping, banking, and email. Remember, some secure sites also require specific browsers and may not work with Internet Explorer Mobile. Ask the organization for an alternate access point that is compatible with Internet Explorer Mobile.

🥻 🏹 📼 🕻

Cancel

dd Favorite Add Favorite

Windows Mobile Pocket PC Home

http://www.microsoft.com/windowsmob

<u> .....</u>

Add

Name:

Address (URL):

Create in: Mobile Favorites

## **Working With Favorites**

Favorites lets you bookmark a Web page so that you can instantly access it without entering the Web address.

#### **Creating a Favorite**

- **1.** Go to the page you want to mark as a favorite.
- 3. (Optional) Select Name and enter a different description.
- **4.** (Optional) Select the folder where you want to create the favorite.
- 5. Select Add.

Tip:Create the folders where you want to store your favorites first. Once you<br/>create a favorite, you can't move it to another folder.

#### **Viewing a Favorite**

- 1. Press Start 🔊 and select Internet Explorer.
- 2. Select Favorites (left softkey).

### **Organizing Your Favorites**

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

- 1. Press Start and select Internet Explorer.
- 2. Select Favorites (left softkey).
- 3. Select the Add/Delete tab.
- 4. Select New Folder.
- 5. Enter a name for this folder, and then select Add.
- 6. Press OK 🛞.

Tip:	To delete a favorite or folder, select <b>Favorites</b> (left softkey). Select the <b>Add/</b>
	<b>Delete</b> tab, highlight the item you want to delete, and then select <b>Delete</b> .
	Select <b>Yes</b> to confirm the deletion, and then press <b>OK</b> .

## Working With Web Pages

### Downloading Files and Images From a Web Page

You can download files that are usable on your smart device, such as new applications, MIDI ringtones, or pictures that are specifically tagged for download.

- 1. Go to the page that contains the link to the file you want to download.
- 2. Press Left < or Right > to highlight the link to the file.
- 3. Press and hold Center —, and then select Save As to download a file, or tap and hold, and then select Save Image to download an image.
- 4. Select Name and enter a new name for the file.
- 5. Select the Location list, and then select where you want to store the file: Main memory or Storage card.
- 6. Select the Folder list, and then select the folder where you want to save the file.
- **7.** Press **OK** 🛞.

### Copying Text From a Web Page

You can copy text from a Web page and paste it in other applications.

- 1. Use the stylus to highlight the text you want to copy.
- **3.** Go to the application in which you want to paste, and then position the cursor where you want to paste the text.

Тір:	You can copy the text from the entire Web page. Tap and hold on the page, and tap <b>Select All Text</b> . Tap and hold on the page again, and tap <b>Copy</b> .

### Using the History List

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

- 1. Press Menu cright softkey) and select History.
- 2. (Optional) Select the Show list in the upper-left, and then select how you want to sort the **History** list.
- 3. Select the Web page you want to view.

## **Customizing Your Internet Explorer Mobile Settings**

- **1.** Press Menu (right softkey) and select Tools > Options.
- 2. On the General tab, set any of the following options:
  - Home Page: Sets the page that appears when you open Internet Explorer Mobile. (To use the page you were on when you opened the menu, select Use Current. To select the original Sprint PCS Vision home page, select Use Default.)
  - Encoding: Sets the character set for the Web pages you view.
- **3.** Select the **Memory** tab and set any of the following options:
  - Save links to pages visited in the past: Sets how many days of activity the History list stores.
  - Clear History: Empties the History list.
  - Delete Files: Removes saved pages and Web files that you synchronized with your computer.

🏄 Internet Explorer 🛛 🐉 🏹 📼 🔤	
Options	
Home page	
http://homepage Use Current Use Default	
Encoding	
Default character set	
Western European 👻	
General Memory Security	



- 4. Select the Security tab and set any of the following options:
  - Allow cookies: Sets whether your smart device accepts cookies (small files containing information about your identity and preferences). (The page sends the file and stores it on your smart device.)
  - Clear Cookies: Deletes any cookies stored on your smart device.
  - Warn when changing to a page that is not secure: Sets whether a message appears



when you switch from a secure page to one that is not secure.

- Warn when page content is blocked due to security settings: Sets whether a message appears when you attempt to open a page that does not meet your smart device's security standards.
- 5. Press OK 🖲.

## Section 3E

# Using Infrared and Bluetooth' Wireless Technology

#### **In This Section**

- Connecting to Devices With Bluetooth<sup>®</sup> Wireless Technology
- Beaming Information With IR

# Connecting to Devices With Bluetooth<sup>®</sup> Wireless Technology

With your smart device's built-in Bluetooth<sup>\*</sup> wireless technology, you can connect to a number of Bluetooth devices such as a headset, hands-free car kit, or GPS receiver, as well as to other phones and handhelds. For a list of hands-free devices with Bluetooth wireless technology that are compatible with your smart device, go to <u>www.palm.com/us/support/bluetooth</u>.

If your computer is enabled with Bluetooth wireless technology, you can also synchronize wirelessly.

Did You	If you're using a hands-free Bluetooth device and it is within range, your
Know?	smart device routes all calls to the hands-free device instead of to your smart device's earpiece. Bluetooth range is up to 30 feet in optimum environmental conditions.

Tip:       The Bluetooth icon on your Today screen indicates the status of your smart device's Bluetooth feature:         Gray = Bluetooth off.       Blue = Bluetooth on.         White = Connected to a Bluetooth device.       Headset = Call in progress with a Bluetooth headset or car kit.
---

	ce Command service cannot be used with wireless are enabled with Bluetooth.
--	--

#### Setting Up a Bluetooth Connection

After you set up a connection with a Bluetooth device, you can communicate with that device whenever it is within range (about 30 feet) and your smart device's Bluetooth feature is turned on.

- If necessary, prepare the device you want to connect with to accept a new connection. (Check the device's documentation for details.)
- 2. Go to your Today screen, and then tap Bluetooth 8.
- 3. Check the Turn on Bluetooth box to turn on your smart device's Bluetooth feature.



Tip:Your smart device supports only call audio with Bluetooth headsets. It<br/>does not support stereo music playback with Bluetooth headsets<br/>(enabled with Bluetooth A2DP profile).

- 4. Select the Devices tab, and then select New Partnership.
- 5. Wait for your smart device to search for devices and to display the device list.

🏄 Settings 🛛 🖾 🕍 📼 🕻	k
Bluetooth	
Tap New Partnership to scan for other Bluetooth devices. Tap on a device to modify its settings.	
New Partnership	
Mode Devices COM Ports	

- 7. Enter an alphanumeric passkey between 1 and 16 characters long, and then press Next (right softkey).
- 8. If the passkey is not built-in, enter the same passkey on the smart device and the other Bluetooth device, and then press Finish (right softkey).



Important:	Some Bluetooth devices have a built-in passkey; others let you choose the passkey. See the documentation for the Bluetooth device for more information.	
	intornation.	l

10. If you're connecting to a GPS device, press Finish (right softkey), select the COM Ports tab, select the GPS device you selected in step 6, and then select New Outgoing Port. (Press Finish (right softkey)). After you set the partnership and COM port, you can configure the GPS settings (see "Setting Up a GPS Device" on page 298). Be sure to select the same port you have assigned for GPS here.)

#### 11. Press OK 🛞.

You can now communicate with this device whenever it is within range (about 30 feet) and your smart device's Bluetooth feature is turned on (see steps 2 and 3 earlier in this section).

Tip:To delete the established partnership with a device, go to the Bluetooth<br/>Settings screen and select Devices. Highlight the connection you want to<br/>remove, press and hold Center on the 5-way, and then select Delete. The<br/>deleted device can no longer automatically connect with your smart<br/>device.

### Sending Information Over a Bluetooth Connection

You can send an individual entry or file.

- **1.** Make sure the receiving device is ready to receive a Bluetooth connection.
- 2. Highlight the entry or file you want to send.
- Press Menu (right softkey) and select
   Beam... (the menu item changes names based on the type of item you highlighted).
- Select the receiving device in the list. (A red icon indicates an IR connection, and a blue icon indicates a Bluetooth connection.)

fontacts	EU 🎢 🥽 📧
S Abbi	
To beam, select a	device.
•)) Treo	Tap to send
🔊 Wayne	Tap to send
🔎 Searching	

When the transmission is complete, "Done" appears next to the name of the receiving device.

Tip:	Check your battery level before establishing a Bluetooth connection. If
	the battery level is low, you can't make a Bluetooth connection.

#### **Receiving Information Over a Bluetooth Connection**

- **1.** Go to your **Today** screen, and then tap **Bluetooth ()**.
- 2. Check the Turn on Bluetooth box to turn on your smart device's Bluetooth feature.
- 3. Press OK 🛞.
- 4. If you have already set up a partnership with the transmitting device, your smart device is ready to receive the information. (If you haven't set up a connection, check the Make this device discoverable to other devices box to let the device find your smart device and request a connection.)

Тір:	If you have trouble receiving information over a Bluetooth connection, press <b>Start</b> and select <b>Settings</b> . Select the <b>Connections</b> tab, and then select
	Beam. Make sure the Receive all incoming beams box is checked.

Before You	<ul> <li>Make sure your computer is equipped with Bluetooth wireless</li> </ul>
Begin:	technology.
Ŭ	<ul> <li>Install the synchronization software from the CD that came with</li> </ul>
	your smart device, if you have not already done so. See "Installing
	the Desktop Synchronization Software" on page 31.

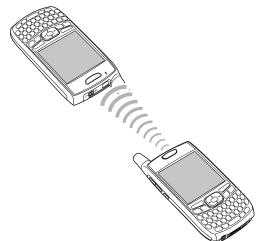
- Set up your computer for Bluetooth wireless communication. (See the documentation that came with your computer for details. In most cases your computer must support the Virtual Serial Port profile and this profile must be turned on.)
- 2. Set up ActiveSync on your computer for Bluetooth wireless communication. See ActiveSync Help on your computer for details.
- **3.** Go to your **Today** screen, and then tap **Bluetooth ()**.
- 4. Check the Turn on Bluetooth box to turn on your smart device's Bluetooth feature.
- 5. Press OK 🖲.
- 6. Press Start 🔊 and select Programs.
- 7. Select ActiveSync 💮.
- 8. Press Menu c (right softkey) and select Connect via Bluetooth.
- **9.** If this is the first time you're making a Bluetooth connection to this computer, follow the onscreen prompts to set up a Bluetooth partnership with this computer.

- 10. Select Sync.
- **11.** When synchronization has finished, press **Menu** (right softkey) and select **Disconnect Bluetooth**.

Tip:Wi-Fi routers, microwaves, and wireless telephones using the 2.4 band may interfere with Bluetooth connections. For best results, away from this equipment when making a Bluetooth connection cannot move away, move the Bluetooth devices closer to improve reception.
---

### **Beaming Information With IR**

Your smart device is equipped with an IR (infrared) port that lets you beam information to another device with an IR port. The IR port is located on the top of your smart device, between the antenna and the **Ringer** switch, behind the small dark shield.



Tip:	For best results, the path between the two devices must be clear of obstacles, and both devices kept stationary. If you have difficulty beaming, shorten the distance and avoid bright sunlight.
	The type of information you can beam depends on the type of device you are beaming to. Windows Mobile <sup>®</sup> devices are always compatible with the Treo device.

#### **Beaming a Record**

- **1.** Highlight the entry or file you want to beam.
- Press Menu (right softkey) and select Beam... (the menu item changes names based on the type of item you highlighted).
- **3.** Point the IR port on your smart device directly at the IR port of the receiving device.
- **4.** When the name of the receiving device appears, select it to begin the transfer. (A red icon indicates an IR connection.)
- 5. Wait for "Done" to appear next to the name of the receiving device before you continue using your smart device.

#### **Receiving Beamed Information**

- 1. Turn on your screen.
- 2. Point your smart device's IR port directly at the IR port of the transmitting device.
- 3. When the Receiving Data message appears, select Yes to receive the beam.

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Abbi	
To beam, select a	levice.
•)) Treo	Tap to send
🔊 Wayne	Tap to send
🔎 Searching	

Tip:	ip: If you can't receive beamed information, press Start and select Settings.	
	Select the Connections tab, and then select Beam. Make sure the Receive	
	all incoming beams box is checked. If you still can't receive information, try	
	a soft reset (see "Resetting Your Smart Device" on page 320).	

#### Synchronizing Over an Infrared Connection

- 1. Set up your computer to receive infrared beams. (See ActiveSync Help on your computer for details.)
- 2. Point your smart device's IR port directly at the IR port on your computer.
- 3. On your smart device, press Start 🔊 and select Programs.
- 4. Select ActiveSync 🐵.
- 5. Press Menu (right softkey) and select Connect via IR.
- 6. Select Sync.

# **Your Portable Media Device**



### Section 4A

# Working With Your Pictures and Videos

#### **In This Section**

- Taking Pictures and Videos
- Viewing a Picture or Video
- Sending a Picture or Video
- Creating a Video Ringtone
- Organizing Pictures and Videos
- Using a Picture as the Today Screen Background
- Editing a Picture
- Customizing Your Camera Settings
- Viewing Pictures and Videos on Your Computer

Your Treo<sup>™</sup> 700wx smart device comes with an easy-to-use, built-in, 1.3megapixel camera with 2x digital zoom (camera not included with all smart devices). You can use the camera to take and view pictures and videos and send them to your friends and family. To add a personal touch to your smart device, use your pictures as your **Today** screen background, and as caller ID images, or use your videos to create video ringtones.

Even if your smart device does not have a camera, you can still receive and view pictures and videos, and send pictures and videos as attachments. You can also personalize your smart device by using a picture as a background or by adding a picture to a contact; see "Assigning a Picture and Ringtone ID to a Contact" on page 89 for details. You can also move pictures and videos to a computer by synchronizing your smart device with your computer.

Did You	Pictures are captured and stored in 16-bit color, JPG format. Resolution
Know?	settings range from 1280 x1024 to 160 x 120 pixels (1.3-megapixels to VGA). You can change the default setting. See "Customizing Your Camera Settings" on page 185 for details.

## **Taking Pictures and Videos**

### **Taking a Picture**

By default, pictures are stored in the **My Pictures** folder on your smart device. If you want to store your pictures on an expansion card, see "Customizing Your Camera Settings" on page 185 to change where pictures are stored. For information on accessing your pictures on your computer, see "Viewing Pictures and Videos on Your Computer" on page 187.

Your device has a self-portrait mirror next to the camera lens on the back of your device. Use the mirror when you're taking a picture or video and you want to be in the picture too.

- **1.** Press **Start** and select **Pictures & Videos**.
- 2. Select Camera 🔞.

Tip:

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

**3.** Adjust the position of your smart device until you see the subject you want to photograph on the screen.

- 4. (Optional) Adjust any of the following:
  - Zoom: Press Up ▲ to zoom in, or Down ▼ to zoom out.
  - Brightness: Press Right ▶ to increase the brightness or Left ◀ to decrease the brightness.
  - Resolution: Press Menu (right softkey) and select Resolution to change the image quality.



Tip:	You can also adjust the zoom and brightness by pressing Menu and
	selecting <b>Zoom</b> or <b>Brightness</b> .

- (Optional) Set a 5-second timer: Press Menu (right softkey), select Mode, and then select Timer.
- 6. Press Center to capture the picture or start the timer.
- 7. Hold your device still until the picture renders, and then do one of the following:
  - Press Camera (left softkey) to take another picture.
  - Press **OK** lo return to the **Thumbnails** view.

Did You	After three minutes of inactivity when previewing an image, the camera	
Know?	goes into standby mode. Press any key or tap the screen to return to the image preview.	

#### **Taking Pictures in Burst Mode**

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

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Press Camera (left softkey).
- 4. Press Center —.

#### **Recording a Video**

Videos can be any length, provided you have ample storage space available. By default, videos are stored in the **My Pictures** folder on your smart device. If you want to store your videos on an expansion card, see "Customizing Your Camera Settings" on page 185 to change where videos are stored. For information on accessing your videos on your computer, see "Viewing Pictures and Videos on Your Computer" on page 187. Videos are captured and stored in 3G2 format. Video resolution settings range from 352 x 288 to 176 x 144 pixels.

Before You	You must have QuickTime Player version 6.5 or later installed on your
Begin:	computer to play videos recorded by your smart device and downloaded from an expansion card or accessed by clicking the video thumbnail after syncing the files.

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Select Camera 🔞.
- **3.** Press **Menu** (right softkey) and select **Video Mode**.

- 4. Adjust the position of your smart device until you see the subject you want to record on the screen.
- 5. (Optional) Adjust any of the following:
  - Brightness: Press Right ▶ to increase the brightness or Left ◄ to decrease the brightness.
  - Resolution: Press Menu and select Quality to change the video resolution.
- **6.** Press **Center** to start recording.
- When you've finished recording, press
   Stop (left softkey) or Center to stop recording.
- (Optional) To review the video in Windows Media Player Mobile, press Thumbnails (left softkey), highlight the video, and then



press Center . (Press OK is to return to the Thumbnails view.)

Tip:	If you don't like a video you recorded, delete it. See "Deleting a Picture or Video" on page 184 for details.

Did You	If you pause your recording for more than three minutes, the recording is
Know?	stopped and the video clip is automatically saved.

### Viewing a Picture or Video

- 1. Press Start 🔊 and select Pictures & Videos.
- Select the picture or video you want to view. (For more information on viewing videos, see "Playing Media Files on Your Smart Device" on page 192.)
- 3. Press OK 🛞 to return to the Thumbnails view.

Tip:To view pictures or videos in a different folder, select the Show list in the<br/>upper-left, and then select the album you want to view.

#### **Viewing a Slide Show**

- 1. Press Start 🔊 and select Pictures & Videos.
- Press Menu (right softkey) and select Play Slide Show. (The slide show will play automatically.)

Тір:	You can also press <b>Right</b> and <b>Left</b> on the <b>5-way</b> to move forward or backward through the slides.
	0

You can send a picture or video to other picture-enabled wireless devices or to an email address.

Did You	You cannot send copyrighted pictures or videos that appear with a Lock
Know?	icon in the <b>Thumbnails</b> view.

- **1.** Press **Start** and select **Pictures & Videos**.
- 2. Highlight the picture or video you want to send.
- **3.** Press **Menu** (right softkey) and select **Send**.
- 4. Select the email account you want to use to send the picture or video.
- 5. Address and send the message. (See "Creating and Sending an Email Message" on page 123 for details.)

### **Creating a Video Ringtone**

You can save a video that you record as a ringtone.

- **1.** Press **Start** and select **Pictures & Videos**.
- 2. Highlight the video you want to use as a ringtone.
- 3. Press Menu c (right softkey) and select Save to Contact Ringtone.
- 4. Select the contact to whom you want to assign the ringtone.

Note:	Your device also supports the WMV and 3GP file formats for video
	ringtones.

## **Organizing Pictures and Videos**

You can move or copy pictures and videos to other folders or between your smart device and an expansion card.

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Highlight the picture or video you want to move or copy.
- 3. Do one of the following:
  - To move the picture or video to another location, press Menu (right softkey) and select Edit > Cut.
  - To keep the picture or video in two locations, press Menu (right softkey) and select Edit > Copy.
- **4.** Select the **Show** list in the upper-left, and select the location where you want to place the picture or video you selected in step 2.

You can also view a specific folder or expansion card and arrange the pictures and videos by name, date, or size.

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Select the Show list in the upper-left, and then select the folder you want to view.
- **3.** Select the **Sort By** list in the upper-right, and then select the sort method: **Name**, **Date**, or **Size**.

### Using a Picture as the Today Screen Background

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Select the picture you want to use.
- 3. Press Menu C (right softkey) and select Set as Today Background.
- Select the Transparency Level list and select the appropriate level. (Use a higher percentage for a more transparent picture or a lower percentage for a more opaque picture.)
- 5. Press OK is to return to the Thumbnails view.

### **Editing a Picture**

- 1. Press Start 🔊 and select Pictures & Videos.
- 2. Select the picture you want to edit.
- 4. Do any of the following:
  - To rotate a picture 90 degrees counterclockwise, press Rotate (left softkey).
  - To crop a picture, press Menu (right softkey) and select Crop. Tap and drag the stylus to highlight the area to crop. (Tap outside the box to stop cropping.)
  - To adjust the brightness and contrast levels of a picture, press
     Menu (right softkey) and select AutoCorrect.
- 5. Press OK 🛞 to save your changes.

 Tip:
 To undo an edit, press Menu and select Undo. To cancel all unsaved edits you made to the picture, select Revert to Saved.

#### **Deleting a Picture or Video**

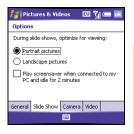
- **1.** Press **Start** and select **Pictures & Videos**.
- 2. Highlight the picture or video you want to delete.
- 4. Select Yes.

# **Customizing Your Camera Settings**

You can customize the camera on your smart device as described in the following section. If your smart device does not have a built-in camera, the **Camera** and **Video** options do not apply to you.

- 1. Press Start and select Pictures & Videos.
- Press Menu (right softkey) and select Options.
- 3. On the General tab, set any of the following options:
  - Use this picture size: Sets the size of pictures you send with the Messaging application.
  - When rotating a picture, rotate 90 degrees: Sets the direction in which pictures rotate.
- 4. Select the Slide Show tab and set any of the following options:
  - During slide shows, optimize for viewing: Sets whether pictures are optimized for portrait or landscape format during slide shows.
  - Play screensaver when connected to my PC and idle for 2 minutes: Sets whether the pictures in your My Pictures folder are used as a screensaver when your smart device is connected to your computer and ActiveSync\* software is not running.





- 5. Select the Camera tab and set any of the following options:
  - Save files to: Determines if pictures and videos are stored on your smart device or on an expansion card.
  - **Type filename prefix:** Assigns a name to a series of pictures to be captured, such as Seattle001, Seattle002, and so on.
  - Still image compression level: Sets the default size for newly captured pictures.
- Select the Video tab and set any of the following options:
  - Include audio when recording video files: Turns the microphone on and off so that you can record videos with or without sound.
  - Time limit for videos: Limits the length of videos you record. (You can also select the No limit option.)
- 7. Press OK 🛞 to return to the Thumbnails view.

🏄 Pictures & Videos 🛛 🖽 🏹 💳 🗟
Options
Save files to:
Main memory 🗾 👻
Type filename prefix:
ing
Still image compression level:
High quality 👻
General Slide Show Camera Video

🏄 Pictures & Videos 🛛 🖾 🎢 🛲 🗟
Options
Include audio when recording video files.
Time limit for videos:
30 seconds 🔹
General Slide Show Camera Video

# Viewing Pictures and Videos on Your Computer

When you synchronize your smart device, your pictures and videos are copied to your desktop computer. You can view pictures in JPEG, GIF, BMP, and PNG format and videos in 3G2 and WMV format. You can also send them to friends using your desktop email application.

When you use ActiveSync to synchronize pictures and videos, the files are stored in C:\Documents and Settings\<Username>\My Documents\Treo My Documents.

Did You	You can also download animated GIF files and view them in Internet
Know?	Explorer Mobile.

### Section 4B

# Windows Media Player Mobile

#### **In This Section**

- Transferring Media Files to Your Smart Device
- Playing Media Files on Your Smart Device
- Working With Libraries
- Working With Playlists
- Customizing Windows Media Player Mobile

Windows Media Player Mobile can play music, audio, and video files that are stored on your smart device or on an expansion card (sold separately) in any of the following file formats:

- WMA
- WMV
- MP3
- 3G2

You can listen to these music, audio, and video files through the speaker on the back of your smart device or through a stereo headphone (3.5mm stereo headphone adapter or 2.5mm stereo headphone required, sold separately).

Before You	Do the following:
Begin:	<ul> <li>You must have Windows Media Player 10 or later installed on your computer. See "My Media Files Won't Sync" on page 337.</li> </ul>
	• To sync media files with your computer, you must set the <b>Media sync</b> option. See "Selecting Which Information to Sync" on page 262.

# Transferring Media Files to Your Smart Device

Use the **Sync** feature in the desktop version of Windows Media Player 10 to transfer digital music, audio, video, and playlist files from your computer to an expansion card or your smart device. Using **Sync** ensures that the files transfer correctly.

- 1. On your computer, open Windows Media Player 10.
- 2. (Optional) Insert a 32MB or larger expansion card into your smart device.
- 3. Connect your smart device to your computer with the USB sync cable.
- 4. When the Device Setup Wizard opens on your computer, click Automatic.
- 5. Check the Customize the playlists that will be synchronized box.
- 6. Select the playlists you want to sync.
- 7. Click Finish to begin the transfer. (The next time you connect your smart device to your computer while the desktop version of Windows Media Player 10 is running, synchronization starts automatically. Be patient; transferring media files to an expansion card can take several minutes.)

For tips on using the desktop version of Windows Media Player, go to the **Help** menu in Windows Media Player 10 on your computer.

### Playing Media Files on Your Smart Device

- 1. Press Start 🔊 and select Windows Media.
- **3.** Select the **Library** list in the upper-left, and then select the library you want to use.

Tip: To play a file that is not in a library, go to the Library screen, press Menu, and select Open File.

- 4. Select the item you want to play (such as a song, album, or artist name).
- 5. Press Play (left softkey).

Tip:

To repeat the current song, press Menu and select Repeat Song.

- 6. Use any of the following onscreen controls during playback:
  - Center O or Plays the current file.

  - Left < or < Skips to the beginning of the current file or to the previous file.
  - **Right** > or > Skips to the next file.
  - Sets the point from which playback begins. (Tap and drag the slider to change the current position.)
  - Volume button or 🕀 Increases the volume level.

- Volume button or ⊖ Decreases the volume level.
- Turns the sound on or off.
- Displays a video using the full screen.
- Tisplays a Web site where you can find music and videos to play.
- Indicates the rating of the current file. (Select the star to change the rating.)
- Press Menu (right softkey) and select any of the following during playback:
  - Library: Displays the Library screen so you can select a different song to play.
  - Shuffle/Repeat > Shuffle: Plays the Now Playing playlist in random order. (A check appears next to this command when it is on.)
  - Shuffle/Repeat > Repeat: Plays the Now Playing playlist repeatedly. (A check appears next to this command when it is on.)
  - Stop: Ends playback.

Did You	If you close the Windows Media Player Mobile window, your music
Know?	continues to play in the background.

To play a file from the Web, press <b>Menu</b> on the <b>Library</b> screen, and then
select Open URL. Select URL and enter the Web site address, or select
History and select a site you've visited before.

# **Working With Libraries**

A library represents each of the storage locations available to Windows Media Player Mobile, such as your Treo device or an optional expansion card (not included). Each library contains links to the media files in that location. Windows Media Player Mobile usually creates and updates the library automatically when you add media files for the first time. For example, when you add media files to your Treo device, the **My Device** library is created. When you insert an expansion card containing media files, the **Storage Card** library is created. When you update a library, it automatically updates video files (WMV and 3G2) and audio files (WMA, MP3, QCP, and WAV).

Тір:	If you move files between your smart device and an expansion card, be sure to update your libraries, or you won't be able to see the files in their
	new location.

- **1.** Press **Start** and select **Windows Media**.
- 3. Press Menu C (right softkey) and select Update Library.
- **4.** Wait for the files to be added, and then select **Done**. (If you don't see a media file that you added, manually update the library.)

Tip:	To delete an item from a library: Highlight the item and then press and hold <b>Center</b> on the <b>5-way</b> to open the shortcut menu. Then select <b>Delete from Library</b> . Select <b>Yes</b> to confirm the deletion.
------	---

# **Working With Playlists**

A playlist is a list of media files that play in a specific order. You can use playlists to group audio files together or video files together for convenient playback. For example, in the desktop player, you can create a playlist of upbeat songs for when you exercise and a playlist of soothing songs for a long flight. When you synchronize, your favorite playlists are automatically copied to your smart device. Your playlists appear in your libraries (in the My Playlists category).

A temporary playlist, called **Now Playing**, appears on the **Now Playing** menu. It lists the currently playing file, as well as any files that are queued up to play next. You can add to, modify, or clear the files on the **Now Playing** playlist.

- 1. Go to the Now Playing screen:
  - If the Library screen is displayed, select the Now Playing category.
  - If the Playback screen is displayed, press Now Playing (left softkey).
- **2.** Do any of the following:

  - To add a file, select Add M, press Menu (right softkey), and then select Queue Up.
  - To delete a file from the playlist, highlight the file, and then select **Remove** ×.



- To view more information about a file, highlight the file and select
   Properties .
- To remove all items from the **Now Playing** playlist, press **Menu** (right softkey) and select **Clear Now Playing**.

Did You	You can also move a file in the <b>Now Playing</b> playlist by tapping and
Know?	dragging it to a new position.

### **Customizing Windows Media Player Mobile**

- 1. If necessary, go to the **Playback** screen by pressing **OK** (a) to close the current screen.
- 3. On the Playback tab, set any of the following options:
  - Show time as: Sets whether the time remaining or time elapsed appears on the **Playback** screen.
  - Pause playback while using another program: Sets whether playback continues if you switch to another application.
  - Resume playback after a phone call: Sets whether playback continues after you finish a phone call.

🏄 Windows Media 🛛 💷 🏹 💳 🔤	
Options	
Show time as: Elapsed	
Pause playback while using another program	
Resume playback after a phone call	
Playback Video Network Library Skins	

- 4. Select the Video tab and set any of the following options:
  - Play video in full screen: Sets whether videos automatically play in full screen format.
  - Scale to fit window: Sets whether videos are automatically scaled to fit the Playback screen.
- 5. Select the Network tab and set the following options:
  - **Protocol:** Enables and disables the available protocols. (You must select at least one protocol. You can also set a UDP Port.)

- Internet Connection Speed: Sets the speed of your network connection and whether you want the device to detect connection speed.
- 6. Select the Library tab and set whether you want to see the Library or Playback screen when you open Windows Media Player Mobile.
- 7. Select the Skins tab and select Previous or Next to set the player's background.
- 8. Select the **Buttons** tab to change any of the available button settings:
  - To assign a button, highlight the item you want to set, select **Assign**, and then press the button you want to use for that item.
  - To restore an item's factory setting, highlight the item and select Reset.
  - To unassign an item, highlight the item and select None.

👫 🛛 Windows Media 👘 🖾 🍸	💷 ok
Options	
Play/Pause ENTER Stop Not assigned	=
Pause Not assigned	-
Assign Reset None	
Network Library Skins Buttons	• •
I	

9. Press OK 🛞.

Did You	Pressing and holding the <b>Side</b> button on the side of your smart device
Know?	opens Windows Media Player Mobile. You can also assign a button to
	turn the screen off during music playback to preserve battery life (for
	instance "s"). See "Reassigning Buttons" on page 284 for details.

# **Your Mobile Organizer**



# Section 5A

# **Using Your Device's Organizer Features**

### In This Section

- Contacts
- Calendar
- Tasks
- Notes
- Calculator

Before You	Install the latest software from your Getting Started CD.
Begin:	

# Contacts

### Adding a Contact

Tip:	If you have many contacts to enter, it's best to enter them in Microsoft	
	Office Outlook on your computer and then sync. See "Synchronizing	
	Information—The Basics" on page 27 for details.	

- **1.** Press **Start and select Contacts**.
- 2. Press New (left softkey).
- **3.** Use the **5-way navigator** to move between fields as you enter information.
- To add a caller ID picture that appears when that person calls, select Picture, and then select Camera and take a picture, or select an existing picture from the Thumbnails view.

🚪 Contacts	· 🛛 🏹 💳 🖬	k
Name:	· ·	-
Picture:	Select a picture	=
Job title:		Н
Department:		
Company:		
Work tel:		
Work fax:		
Work addr:	•	L
IM:		•
Details Notes		
	🔤 Menu	

- 5. To assign the entry to one or more categories, select **Categories** and then check the categories under which you want this entry to appear.
- 6. To add a note to an entry, select the Notes tab.
- 7. To assign a ringtone to the entry, select **Ring tone** and select a tone.
- 8. After you enter all the information, press OK 🙆.

Тір:	Be sure to enter wireless numbers and email addresses in the correct fields. Otherwise <b>Messaging</b> can't find this information when you address
	a message and <b>Calendar</b> can't find your contacts to invite them to meetings.
	incerings.

### Viewing or Changing Contact Information

Tip:	You can open <b>Contacts</b> from your <b>Today</b> screen. Press <b>Menu</b> and select
	Contacts.

- 1. In the **Contacts** list (name view), begin entering one of the following for the contact you want to view or edit:
  - First name.
  - Last name.
  - First initial and last initial separated by a space.
  - Press Option ), and then enter the phone number.
- 2. Select the entry you want to open.
- 4. Make changes to the entry as necessary.
- 5. Press OK 🛞.

Did You	You can find a contact by company name. Press <b>Menu</b> and select <b>View</b>		
Know?	<b>By</b> > <b>Company</b> . Select a company name to see the contacts who work there.		

### **Deleting a Contact**

- **1.** In the **Contacts** list, highlight the contact you want to delete.
- 2. Press Menu (right softkey) and select Delete Contact.
- 3. Select Yes.

### **Customizing Contacts**

- 1. Go to the Contacts list.
- 3. Set any of the following options:
  - Show alphabetical index: Displays the alphabet at the top of the Contacts list. You can use this index to find a contact.
  - Show contact names only: Lets you fit more names on the Contacts list by hiding everything but the contact's name.
  - Area code: Sets the default area code for new contact entries.
- 4. Press OK 🛞.

### Finding a Contact in an Online Address Book

In addition to having contacts on your device, you can also access contact information from your organization's online address book or Global Address List (GAL). For more information, see "Adding an Online Address Book" on page 145.

- **1.** Press **Start and** select **Contacts**.
- 2. Press Menu c (right softkey), and select Find Online.

Before You Begin:	Make sure you are accessing an Exchange Server 2003 upgraded to Service Pack 2. Add access to the online address book to your device. See "Adding an Online Address Book" on page 145. After adding the online address book, you must synchronize with the Exchange Server in order for the <b>End Online</b> option to appear

# Calendar

### **Displaying Your Calendar**

- 1. Press Start 🔊 and select Calendar.
- **3.** Select one of the following views:
  - Agenda: Shows your daily schedule in list format. (Upcoming appointments are bold; past appointments are dimmed.)
  - **Day:** Shows your daily schedule in day-planner format.
  - Week: Shows your schedule for an entire week.
  - Month: Shows your schedule for a whole month.
    - A morning appointment.
    - An afternoon appointment.
    - Both morning and evening appointments.
    - An all-day event.
  - Year: Shows a calendar for a 6-month period.
- 4. Use the **5-way** to move to another day, week, month, or year (based on the current view).

Tip:

### **Creating an Appointment**

### 1. Press Start (a) and select Calendar.

- 2. Press Menu (right softkey) and select New Appointment.
- 3. Enter a Subject (description) and a Location.
- Select Starts and select the starting date and time.
- 5. Select Ends and select the ending date and time.
- 6. Press OK 🛞.

Tip:

To pencil in an appointment, open the appointment, select Status, and then select **Tentative** 

If you have several appointments to enter, it's most efficient to enter

them in Microsoft Office Outlook on your computer and then synchronize your smart device with your computer. For more information, see "Synchronizing Information — The Basics" on page 27.

背 🚺 Calenda	r		EV	ĩi 💷	0	k
Subject:	Write	rs' me	eting		•	4
Location:	Confe	erence	Call		•	
Starts:	10:00	) AM				
Ends:	11:00	MA (			_	=
All Day:	No				_	
Occurs:	Every	Wedr	iesday	/	_	
Reminder:	None				٦I	
					_	
Categories:	Busin	ess			_	Ŧ
Appointment	Notes					
		9000 1		Menu		

### **Creating an Untimed Event**

An untimed event, such as a birthday, anniversary, or vacation, does not occur at a particular time. These events appear as banners at the top of your calendar; they don't occupy blocks of time. For example, "Submit Final Draft" in the screenshot shown here is an untimed event.

- **1.** Press **Start and** select **Calendar**.
- Press Menu (right softkey) and select New Appointment.
- 3. Enter a subject (description).
- 4. Select the starting and ending dates.
- 5. Select All Day, and then select Yes.
- 6. Press OK 🛞.

Tip:



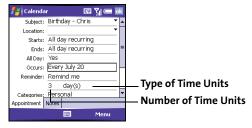
To enter a birthday or an anniversary, create an untimed event that repeats every year.

### **Scheduling a Repeating Appointment**

- 1. Create an appointment or untimed event, and then select it.
- 2. Press Edit (left softkey).
- **3.** Select **Occurs**, and then select a repeat pattern. (To create a repeat pattern, select **Edit pattern** and follow the onscreen instructions.)
- 4. Press OK 🛞.

### Adding an Alarm Reminder to an Event

- 1. Create an event. and then select it.
- 2. Press Edit \_\_\_\_ (left softkey).
- 3. Select Reminder, and then select Remind Me.
- 4. Enter the number of minutes, hours, days, or weeks before the event you would like to receive the alarm.
- 5. Press OK 🙉.



Tip:

You can also add an alarm when you create the event.

### Sending a Meeting Request

You can email meeting invitations to contacts who use Microsoft Office Outlook or Outlook Mobile.

- 1. Create an event, and then select it.
- 2. Press Edit \_\_\_\_ (left softkey).

 Select Attendees, and then select the name of the contact you want to invite. (To invite other attendees, select Add and select the names.)

Did You	If you are using an Exchange 2003 Server with Service Pack 2, you can use	
Know?	your corporate Global Address List to find contact information for an	
	attendee. Select Attendees, press Menu, and then select Find Online. Enter	
	the name of the attendee and select <b>Find</b> .	

4. Press OK 🛞.

The next time you synchronize, the meeting request is sent to the attendees. When attendees accept your meeting request, the meeting is automatically added to their schedules. When you receive their response, your calendar is updated as well.

Before You	Create contact entries with email addresses for the people you want t	
Begin:	invite to a meeting. You can't access contact entries without email addresses from your calendar.	

### Marking an Event as Sensitive

If other people have access to your Microsoft Office Outlook calendar on your computer and you don't want them to see an appointment, you can mark that appointment as private to hide it from other Microsoft Office Outlook users.

- 1. Create an event, and then select it.
- 2. Press Edit \_\_\_\_ (left softkey).
- 3. Select Sensitivity, and then select one of the following:
  - Private: Displays the event on your device and on your computer. (Meeting attendees or recipients see "Please treat this as Private" near

the top of an open appointment. If you sync with Exchange Server, other users who can access your folders can't see your private events; they see private events as *unavailable* time slots.)

- Personal: Displays the event on your device and on your computer. (Meeting attendees or recipients see "Please treat this as Personal" near the top of an open appointment.)
- Confidential: Displays the event on your device and on your computer. (Meeting attendees or recipients see "Please treat this as Confidential" near the top of an open appointment.)
- 4. Press OK 🛞.

Tip:	If you don't see an option on the screen, press <b>Down</b> on the		
	5-way to scroll to other options. For example, when editing an event, you		
	don't see the <b>Sensitivity</b> option until you scroll toward the bottom of the		
	entry.		
	Tip:		

### **Organizing Your Schedule**

Use categories to view different types of events.

- 1. Create an event, and then select it.
- 2. Press Edit C (left softkey).
- Select Category, and then check the categories that apply to this event. (To add a new category, press New (left softkey), enter the category name, and then press OK ().)
- 4. Press OK 🛞 two more times.



- After you assign events to categories, press Menu (right softkey) and select Filter.
- 6. Select the type of events you want to view.

### **Deleting an Event**

- **1.** Highlight the event you want to delete.
- 2. Press Menu cright softkey) and select Delete Appointment.
- 3. Select Yes.

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### **Customizing Calendar**

- Press Menu (right softkey) and select Options.
- On the General tab, set any of the following options:
  - 1st day of week: Sets Sunday or Monday as the first day of the week for all Calendar views.
  - Week view: Sets whether five, six, or seven days appear in Week view.
  - Show half hour slots: Sets whether time slots appear in one hour or halfhour increments in Day view and Week view.
  - Show week numbers: Sets whether week numbers (1–52) appear in Week view.

指 Calendar	💷 🏹 💳 🔤	
Options		
1st day of week:	Sunday 🗾 👻	
Week view:	5-day week 🔹	
Show half hour	slots	
Show week nu	nbers	
General Appointments		

**Staying Organized** 

- 3. Select the Appointments tab and set any of the following options:
  - Set reminders for new items: Sets whether a reminder is automatically added to new events and how long before the event the reminder appears. (You can override this setting for individual events.)
  - Show icons: Sets which icons appear next to events
    - 🔆 The event has a reminder.
    - The event repeats in a specified pattern.
    - The event has a note attached.
    - A location has been assigned to the event.
    - The event is a meeting.
    - The event is marked private.

Section 5A: Using Your Device's Organizer Features

Not all icons appear in all Calendar views.

- Send meeting requests via: Sets the Messaging method used to send meeting requests.
- 4. Press OK 🐵.

Tip:

🛃 Calendar	EU 🏹 🛲 🔤
Options	
Set reminders I	for new items
15 🔻	minute(s) 🔹
Show icons:	🌋 😳 📝 👍 😫 🎤
Send meeting requests via:	Outlook E-mail 🔻
General Appointme	ents

Gei

# Tasks

You can use **Tasks** to remind you of tasks you need to complete and to keep a record of completed tasks.

Did You	If you want to use Tasks Over the Air (OTA) synchronization, install the
Know?	software from your Getting Started CD. OTA features also require an Exchange Server 2003 upgrade to Service Pack 2. The option to synchronize tasks wirelessly in the <b>ActiveSync</b> application appears only if you have the appropriate server.

### Adding a Task

- 1. Press Start 🔊 and select Programs.
- 2. Select Tasks 🚺.
- 3. Press New (left softkey).
- 4. Enter a description of the task as the Subject.
- 5. Set any of the following:
  - **Priority:** Sets the priority level for this task. (Later you can arrange your tasks based on the importance of each task.)
  - Status: Indicates whether the task is now completed.
  - Starts: Specifies when the task begins.
  - Due: Sets the due date for the task.



- Occurs: Indicates if the task repeats at regular intervals and how often it repeats.
- Reminder: Sets an alarm for this task and indicates when you want to be reminded.
- Categories: Assigns the task to one or more categories.
- Sensitivity: Marks this task as Normal, Personal, Private, or Confidential.
- Notes: Lets you enter additional text for the task.
- 6. Press OK 🖲.

You can also add a task by selecting the **Tasks** entry bar at the top of the screen.

### **Checking Off a Task**

Tip:

- **1.** Select the task you want to check off. Overdue tasks appear in red.
- 2. Press Edit (left softkey).
- 3. Select Status and select Completed.
- 4. Press OK 阃.



# **Tip:** You can also mark a task complete by tapping the check box next to the task on the **Tasks** list.

### **Organizing Your Tasks**

- 1. In the Tasks list, press Menu C (right softkey) and select Filter.
- Select which tasks you want to view: All Tasks, Recently Viewed, No Categories, Active Tasks, Completed Tasks, or a specific category, such as Business or Personal.
- 4. Select the sort method: Status, Priority, Subject, Start Date, or Due Date.

### **Deleting a Task**

- **1.** Highlight the task you want to delete.
- 3. Select Yes.

### **Customizing Tasks**

- 1. Go to the Tasks list.
- 3. Set any of the following options:
  - Set reminders for new items: Automatically adds a reminder to new tasks. (The default reminder is set to 8:00 on the morning the task is due. You can override this setting for individual tasks.)
  - Show start and due dates: Displays task start and due dates in the Tasks list.
  - Show Tasks entry bar: Displays the Tasks entry bar at the top of the Tasks list.
- 4. Press OK 🖲.

# Notes

Notes are a great way to capture thoughts, questions, and meeting notes on your Treo700wx smart device.

Before You	Install the software from your Getting Started CD that came with your
Begin:	smart device.

### **Creating a Note**

- **1.** Press **Start and select Programs**.
- 2. Select Notes 🧾.
- 3. Press New (left softkey).
- 4. Do one of the following:
  - Type the text with the keyboard.
  - Write the text with the stylus.
  - Draw a sketch with the stylus, crossing at least three ruled lines.
- 5. Press OK 阃.

Did You	You can add several voice notes within a single note.
Know?	

Section 5A.	I Icing Vou	r Device's O	)rganizer Feat	IIII

者 Notes		💷 🎢 💳 🗖	k
Grocery list			4
Milk Eggs Cereal			-
New	<b>22</b>	Menu	

### **Recording a Voice Note**

You can create a new voice note or add a recording to an existing note.

- 1. Press Start 🔊 and select Programs.
- 2. Select Notes 🧾.
- 3. To add a recording to a note, open the note you want to add the recording to. (To create a new voice note, skip this step.)
- Press Menu (right softkey) and select View Recording Toolbar.



- 5. Select 
  to begin recording.
- 6. Speak into your smart device's microphone or hold it close to another sound source.
- 7. When you have finished recording, select 🔳 to stop recording. (A **Recording** icon appears in the note or **Notes** list, depending on where you recorded the note.)
- 8. Press OK 🛞.

Tip:To play a recording, select the voice note in the Notes list or open the note<br/>containing the recording and select the Recording icon.

### **Creating a Note From a Template**

- 1. Go to the Notes list.
- 2. Select the Show list in the upper-left, and then select Templates.

- 3. Open the template you want to use.
- 4. Enter the information.
- 5. Press OK 🛞.
- 6. Rename the note and move it to the appropriate folder. (See "Organizing Your Notes" on page 219 for details.)

Tip:	To create a new template, highlight the note you want to save as a template. Press <b>Menu</b> and select <b>Rename/Move</b> . Select <b>Name</b> , and then
	enter a name for the template. Select the <b>Show</b> list, and then select
	Templates. Press OK.

### **Organizing Your Notes**

You can rename your notes, move notes to another folder, and move notes between your smart device and an expansion (storage) card.

- 1. Go to the Notes list and highlight a note you want to move.
- 3. Select Name, and then enter a new name for the note.
- 4. Select Folder, and then select the folder in which you want to store the note.

Tip:	To create a new folder, go to the <b>Notes</b> list, select the <b>Show</b> list in the
	upper-left, and then select Add/Delete. Select New, enter a name for
	the folder, and then press <b>OK</b> .

- 5. Select Location, and then select Main memory or Storage Card.
- 6. Press OK 🛞.

- 7. Select the Show list in the upper-left, and then select the folder you want to view.
- 8. Select the Sort By list in the upper-right, and then select whether you want to sort your notes by Name, Date, Size, or Type.

### **Deleting a Note**

- **1.** Go to the **Notes** list and highlight the note you want to delete.
- 2. Press Menu c (right softkey) and select Delete.
- 3. Select Yes.

### **Customizing Notes**

- 1. Go to the Notes list.
- 3. Set any of the following options:
  - Default mode: Sets the default entry mode to Writing or Typing.
  - **Default template:** Sets the default template for new notes.
  - Save to: Sets the default location where new notes are stored.
  - Record button action: Sets whether the Side button opens the Notes application or stays in the current application.
- 4. Press OK 🛞.

# Calculator

You can use **Calculator** for basic arithmetic calculations, such as addition, subtraction, multiplication, and division.

You can tap the screen or use the keyboard to input numbers.

### **Performing Calculations**

- 1. Press Start 🔊 and select Programs.
- Select Calculator



- 3. Enter numbers and perform calculations, including the following:
  - Clears the last digit.
  - ⓒ Clears the current calculation or the displayed number.
  - log Calculates the reciprocal of a number.
  - Selection of the sel
  - ← Calculates the square root of a number.
  - ✤ Switches a number between negative and positive.

Tip:	To copy a number, press <b>Edit</b> and select <b>Copy</b> . You can paste the copied
	number in another application. To paste a number you copied in another
	application, press Edit and select Paste.

# Staying Organized

### Using the Calculator Memory

- To store a number, select the box to the left of the entry box. (An M appears in the box.)
- To add the displayed number to the number stored in memory, select (M+).
- To display the number stored in memory, select MR.
- To clear the memory, select 🚾.
- When you store a number in memory, it replaces the number that was previously stored.

Tip:For more advanced calculations, use Excel Mobile. See "Excel Mobile" on<br/>page 236 for details.

# Section 5B

# **Increasing Your Productivity**

### **In This Section**

- Word Mobile
- PowerPoint Mobile
- Excel Mobile

# Word Mobile

You can create and edit documents and templates and save them as DOC, RTF, TXT, and DOT files. You can also edit Microsoft<sup>®</sup> Office Word<sup>®</sup> documents and templates that you create on your computer. However, keep in mind that some of the information and formatting may be lost when you save the document on your smart device.

The following features are not supported in Word Mobile:

- Backgrounds.
- Bidirectional text.
- Document protection.
- Metafiles.
- Artistic page borders (lined page borders are supported).
- Password-protected files (remove password protection on your computer before opening the file on your smart device).
- Shapes and text boxes.
- Smart tags.

The following features are partially supported in Word Mobile:

- Picture bullets (regular bullets are supported).
- Revision marks (documents appear as though all revisions were accepted; if the document is saved, revision marks are lost).
- Table styles (some or all of the formatting is lost if the document is saved).
- Underline styles (unsupported styles are mapped to one of the four supported styles: regular, dotted, wavy, or thick/bold/wide).
- Legacy Pocket Word files (you can open PSW files, but if you edit a file, you need to save it in DOC, RTF, TXT, or DOT format).

The following features are not supported on your smart device, but they remain in the file so that when you open the file on your computer, they appear as expected:

- Fonts and font sizes (original fonts are listed on your smart device but are mapped to the closest font available).
- Footnotes, endnotes, headers, footers.
- Lists (indented lists are mapped to the closest indentation level supported by Word Mobile).
- Page breaks (although undisplayed, all page breaks, except a break placed at the end of a document, are retained in the document).

Tip:	To copy a file from your computer to your device, open <b>My Computer</b> or Windows Explorer on your computer, copy the file into the Mobile Device
	folder, and then <b>sync</b> .

### **Creating a Document**

- **1.** Press **Start** and select **Programs**.
- 2. Select Word Mobile W.
- 3. Press New (left softkey).
- 4. Enter the text of the document.
- 5. Press OK 🛞 to save the file.

Did YouWhen you save a new document, it is automatically named after the first<br/>several words in the file.

### **Opening an Existing Document**

- 1. Press Start 🔊 and select Programs.
- 2. Select Word Mobile 😿.
- 3. In the document list, select the document you want to open.

### **Creating a Document From a Template**

- 1. Go to the document list.
- 2. Select the Folder list in the upper-left, and then select Templates.
- 3. Open the template you want to use, and enter the information.

**Tip:** If you don't see **Templates** in the **Folder** list, select **More Folders** to access this folder.

- 4. Press OK 🐵.
- 5. Rename the document and move it to the appropriate folder. See "Organizing Your Documents" on page 231 for details.

Tip:	To create a new template, highlight the document you want to save as a
	template. Press Menu and select Rename/Move. Select Name, and then
	enter a name for the template. Select the <b>Folder</b> list, and then select
	Templates. Press OK.

### Finding or Replacing Text in a Document

- 1. Open the document containing the text you want to find.
- 2. Press Menu (right softkey) and select Edit > Find/Replace.
- 3. Select Find what and enter the text you want to find.
- (Optional) Check the Match case box to find text that matches the capitalization in the text you entered in step 3.
- (Optional) Check the Match whole words only box to find only full words that match the text you entered in step 3.
- Select Find to locate the first instance of the text you entered in step 3, or select Replace and enter the replacement text.
- Select Next to find the next instance of the text, or select Replace to replace it. (To replace all instances of the text, select Replace All.)
- 8. When you see a message that the search is done, press OK 🙆.

### **Moving or Copying Text**

- 1. Open the document containing the text you want to move or copy.
- 2. Highlight the text you want to move or copy.
- 3. Press Menu (right softkey) and select Copy to copy the text, or select Cut to move the text.
- 4. Open the document where you want to insert the text, and position the insertion point where you want the text to appear.

To zoom in or out, open a document, press **View**, select **Zoom**, and then select the zoom level.

### Saving a Copy of a Document

Tip:

- 1. Open the document you want to copy.
- 3. Select Name and enter a new name for the file.
- 4. Select the Folder list, and then select the folder where you want to save the file.
- 5. Select the Type list, and then select the format in which you want to save the file.
- 6. Select the Location list, and then select whether you want to store the file on your smart device or an expansion card.
- 7. Select Save.

### **Formatting Text**

- **1.** Open the document you want to format.
- 2. Highlight the text you want to format.
- 4. Set any of the following options for the highlighted text:
  - Font: Sets the typeface.
  - Font color: Sets the color.
  - Size: Sets the point size.
  - Bold: Indicates whether the text appears normal or thick.
  - Italic: Indicates whether the text appears upright or slanted.
  - Underline: Indicates whether the text appears with an underscore.
  - Highlight: Indicates whether the text appears with a yellow highlight.
  - Strikethrough: Indicates whether the text appears with a line through it.
- 5. Press OK 🛞 to return to the document.

Tip:If a document was previously saved on a computer, any unsupported<br/>formatting may be lost when you save the file.

### Formatting Paragraphs and Lists

- 1. Open the document you want to format.
- 2. Position the insertion point in the paragraph you want to format.
- 3. Press Menu (right softkey) and select Format > Paragraph.

- 4. Set any of the following options:
  - Alignment: Aligns the text with the left, right, or center of the paragraph.
  - List: Creates a bulleted or numbered list.
  - Indentation: Changes the paragraph margins.
    - Left: Sets the left margin for the entire paragraph.
    - Right: Sets the right margin for the entire paragraph.
    - Special: Lets you indent the first line or set a hanging indent.
    - By: Sets the size of the Special indentation.
- 5. Press OK 🛞 to return to the document.

Tip: You can also use the Formatting toolbar to create a list and to align text. To indent text in lists, you must use the Formatting toolbar.

### **Checking Spelling in a Document**

- **1.** Open the document you want to check.
- 2. Press Menu (right softkey) and select Tools > Spelling.
- 3. If an unknown or misspelled word is encountered, do one of the following:
  - Select the correct word in the list if the word is spelled incorrectly.
  - Select Ignore if the word is spelled correctly.
  - Select Add to add a new word to the spelling dictionary.

 Tip:
 To check the spelling of specific text, highlight it before you select the spelling command.

### **Organizing Your Documents**

You can rename your documents, move your documents to another folder, and move your documents between your smart device and an expansion (storage) card.

- 1. Go to the documents list.
- 2. Highlight a file.
- 4. Select Name, and then enter a new name for the document.
- 5. Select the Folder list, and then select the folder you want to move the document to.

Тір:	To create a new folder, go to the documents list, select the <b>Folder</b> list in the upper-left, and then select <b>Add/Delete</b> . Select <b>New</b> , enter a name for
	the folder, and then press <b>OK</b> .

- 6. Select the Location list, and then select Main memory or Storage card.
- **7.** Press **OK** <sup>(1)</sup>
- 8. Select the Folder list in the upper-left, and then select the folder you want to view.
- 9. Select the Sort By list in the upper-right, and then select the sort method.

Tip:	When you go to a folder, you can easily search your documents by sorting
	by type.

### **Deleting a Document**

- 1. Go to the documents list.
- 2. Highlight the document you want to delete.
- 4. Select Yes.

### **Customizing Word Mobile**

- 1. Go to the document list.
- 3. Set any of the following options:
  - Default template: Sets the default template for new documents.
  - Save to: Sets the default location where new documents are stored.
  - Display in list view: Sets the types of files that appear in the documents list.
- 4. Press OK 🛞.

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With PowerPoint Mobile, you can open and view slide show presentations created on your computer. Many presentation elements such as slide transitions, animations, and URL links are also supported. Microsoft<sup>\*</sup> Office PowerPoint<sup>\*</sup> features not supported on your smart device include the following:

- Notes written for slides.
- Rearrangement or editing of slides.
- Files created in PPT format earlier than Microsoft PowerPoint 97.
- HTML files in HTM and MHT formats.

Tip:	To copy a file from your computer to your device, open <b>My Computer</b> or
	Windows Explorer on your computer, copy the file into the Mobile Device
	folder, and then <b>sync</b> .

Did You	You can purchase SDIO presentation modules that let you project your
Know?	PowerPoint Mobile presentations through an LCD projector.

### Playing a Presentation

- **1.** Press **Start** and select **Programs**.
- 2. Select PowerPoint Mobile 🗔.
- 3. In the presentation list, highlight the presentation you want to play.
- 4. Press Center —.

- 5. Do any of the following:
  - Press Right ▶ to advance to the next slide or Left ◄ to view the previous slide.

  - Select Next or Previous to play animations.

**Tip:** If a presentation is set up as a timed slide show, the slides advance automatically. Presentations pause during zooming.

### **Setting Presentation Playback Options**

- 1. Open the presentation for which you want to change the settings.
- 2. Press Menu cright softkey) and select Show Options.
- On the Orientation tab, select the orientation you want. (To select the orientation that best fits your smart device's screen, select Default.)
- **4.** Select the **Playback** tab, and check the **Override playback options for all files** box.
- 5. Set any of the following options:
  - Show without animation: Turns off builds and other animations.
  - Show without slide transition: Turns off transition effects between slides.

- Use slide timings, if present: Enables the timings recorded with each slide in a presentation.
- Loop continuously: Advances to the first slide after playing the last slide in a presentation.
- 6. Press OK 🙉.

Tip:	To turn the presentation into a continuously looping slide show, check
	both the <b>Use timings, if present</b> , and the <b>Loop continuously</b> boxes.

# **Excel Mobile**

With Excel Mobile you can create and edit workbooks and templates on your smart device. You can also edit workbooks and templates that you create on your computer. However, keep in mind that you may lose some of the information and formatting when you save the workbook on your smart device.

### Tip: To copy a file from your computer to your device, open My Computer or Windows Explorer on your computer, copy the file into the Mobile Device folder, and then sync.

Note the following formatting considerations:

- Alignment: Vertical text appears horizontal.
- Borders: Appear as a single line.
- Cell patterns: Patterns applied to cells are removed.
- Fonts and font sizes: The original font is listed on your smart device and mapped to the closest font available. Original fonts reappear on your computer.
- Number formats: Microsoft<sup>\*</sup> Excel<sup>\*</sup> 97 conditional formatting is displayed in number format.
- Formulas and functions: Unsupported functions are removed, and only the returned value of the function appears. Formulas containing the following are also converted to values:
  - An array or array argument, for example, =SUM({1;2;3;4})
  - External link references or an intersection range reference
  - References past row 16384 are replaced with #REF!

- Protection settings: Most protection features are disabled but not removed. However, password protection is removed. You must remove the password protection in Microsoft<sup>\*</sup> Office Excel<sup>\*</sup> on your computer before opening the file on your smart device.
- **Zoom settings:** Worksheet-specific zoom settings are not retained. The zoom setting applies to the entire workbook.
- Worksheet names: Names that refer to other workbooks, arrays, array formulas, or intersection ranges are removed from the name list, causing those formulas to be resolved as "#NAME?" All hidden names are not hidden.
- AutoFilter Settings: AutoFilters that cause rows to be hidden are supported. Use the Unhide command to display hidden rows. Other AutoFilters are removed, but you can use the AutoFilter command in Excel Mobile to perform similar functions.
- Chart Formatting: All charts are saved as they appear in Excel Mobile. Unsupported chart types are changed to one of these supported types: Column, Bar, Line, Pie, Scatter, and Area. Background colors, gridlines, data labels, trend lines, shadows, 3D effects, secondary axes, and logarithmic scales are turned off.

The following features aren't supported in Excel Mobile and are removed or modified when you open a workbook on your smart device:

- Hidden, dialog, and macro sheets.
- VBA modules.
- Text boxes.

Tip:

Section 5B: Increasing Your Productivity

- Drawing objects and pictures.
- Lists.
- Conditional formats and controls.
- Pivot table data (is converted to values).

#### **Creating a Workbook**

- **1.** Press **Start** and select **Programs**.
- 2. Select Excel Mobile 🔀.
- 3. Press New (left softkey).
- 4. Highlight a cell where you want to enter text or other information.
- 5. Enter the information in the cell, and then press Enter ④.
- 6. Repeat steps 4 and 5 to enter the remaining information.
- 7. Press OK 🛞 to save the file.

Tip:	To insert a symbol, place the insertion point where you want the symbol.
	Press Menu and select Insert > Symbol. Highlight the symbol you want to
	insert, and then select Insert.

#### **Creating a Workbook From a Template**

- **1.** Go to the workbook list.
- 2. Select the Folder list in the upper-left, and then select Templates.
- **3.** Open the template you want to use, and enter the information you want to include in the template.
- 5. Rename the workbook and move it to the appropriate folder. See "Organizing Your Documents" on page 231 for details.

Tip:To create a new template, highlight the workbook you want to save as a<br/>template. Press Menu and select Rename/Move. Select Name, and then<br/>enter a name for the template. Select the Folder list, and then select<br/>Templates. Press OK.

#### Viewing a Workbook

- **1.** Press **Start** and select **Programs**.
- 2. Select Excel Mobile 🔀.
- 3. In the workbook list, select the workbook you want to view.
- 4. Press View (left softkey), and then select any of the following:
  - Full Screen: Shows as much data as possible on the screen. To return to the normal view, select **Restore** in the upper-right.
  - **Zoom:** Sets the magnification level so that you can easily read the worksheet.
  - Sheet: Lets you switch to a different worksheet.

- Split: Divides the window into two scrollable areas. To move the split bar, tap and drag it. To remove the split bar, select View > Remove Split.
- Freeze Panes: Locks rows or columns so they remain visible while you scroll. Highlight the cell at the juncture you want to lock before you select this command. To unlock the rows or columns, select View > Unfreeze Panes.
- Toolbar: Sets whether the toolbar appears onscreen.
- Status Bar: Sets whether the status bar appears onscreen.
- Show: Sets whether headings and scroll bars appear onscreen.

Tip:	To jump to a cell or region, press <b>Menu</b> and select <b>Edit</b> > <b>Go To</b> . Select <b>Cell</b>
	reference or name and enter the target cell information or select Current
	region. Select OK.

Did You	You can also switch worksheets by selecting the <b>sheet</b> list at the bottom
Know?	of the screen.

#### **Calculating a Sum**

- 1. Press View (left softkey) and select Toolbar.
- 2. Highlight the cell where you want to insert the sum.
- 3. Select <sub>∑</sub>.
- 4. Tap and drag the stylus across the cells you want to add.
- 5. Press Enter 🕘.

Productivity

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οк

Cancel

Excel Mobile

Returns the absolute value of a number.

.....

Insert Function Category:

All

Function: ABS(number)

#### **Entering a Formula**

- 1. Highlight the cell where you want to enter the formula.
- Enter an = sign followed by any values, cell references, name references, operators, and functions.
   Example: =(B4/25)+100=Revenue-Expenses
- 3. Press Enter 🕘.

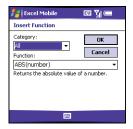
#### **Inserting a Function**

- **1.** Highlight the cell where you want to insert the function.
- Press Menu (right softkey) and select Insert
   > Function.
- **3.** Select the **Category** list, and then select the type of function you want to insert.
- **4.** Select the **Function** list, and then select the specific function you want to insert.
- 5. Select OK.

Did You	To enter symbols that are not on the keyboard, such as the = sign, press
Know?	<b>Alt</b> and select the symbol from the list.

#### **Entering a Sequence Automatically**

- Highlight both the cells containing the information you want to automate and the adjacent destination cells.
- Press Menu (right softkey) and select Edit > Fill.
- **3.** Select the **Direction** list, and then select the direction you want to populate.
- 4. Select the Fill type list, and then select Series.



- 5. Select the Series type list, and then select the type of series you want. If you select Date or Number, enter a Step value increment.
- 6. Select OK.

**Tip:** Select **Autofill** as the series type to quickly fill cells with repetitive data such as numbers or repeated text. **Autofill** takes the content of the first cell in the highlighted row or column and copies it down or across the rest of the selection.

#### Adding Cells, Rows, and Columns

- **1.** Open the workbook you want to add to.
- 2. Highlight the area where you want to insert elements.
- 4. Select how you want to insert the elements:
  - **Shift cells right:** Inserts a new cell. The highlighted cell and all cells on the right move one column to the right.

Productivity

- Shift cells down: Inserts a new cell. The highlighted cell and all cells below it move down.
- Entire row: Inserts a new row. The entire row in which the highlighted cell is located and all rows below it move down.
- Entire column: Inserts a new column. The entire column in which the highlighted cells are located and all columns to the right move one column to the right.
- 5. Select OK.

Tip:	To add a new worksheet, press <b>Menu</b> and select Format > Modify Sheets.
	Select Insert, enter a name for the worksheet, and then press OK. To
	change the order of the worksheets, highlight a worksheet you want to
	move, and then select Move Up or Move Down. Press OK to finish.

#### **Formatting Cells**

- **1.** Open the workbook you want to format.
- 2. Highlight the cells you want to format.

Tip: To name the highlighted cell or range of cells, press Menu and select Insert > Define Name. Enter the name and select Add. Press OK.

- 4. Select any of the following:
  - Size: Sets the row height and column width.
  - Number: Sets the format for the numbers in the cells.

- Align: Sets whether text wraps within the highlighted cells, and sets horizontal and vertical alignment position.
- Font: Sets the typeface, color, size, and style attributes.
- **Borders:** Turns borders on and off for various cell edges, and sets the border and background colors.
- 5. Press OK 🛞.

#### Formatting Rows and Columns

- **1.** Open the workbook you want to format.
- 2. Highlight the rows or columns you want to format.
- Press Menu (right softkey), and then select Format > Row or Format > Column.
- 4. Select any of the following:
  - **AutoFit:** Adjusts the size of the highlighted rows or columns to their contents.
  - Hide: Hides the highlighted rows or columns.
  - Unhide: Displays hidden rows or columns in the highlighted area.

Did You	You can adjust the column or row size by tapping and dragging the right
Know?	edge of the column header or the bottom edge of the row header. To
	automatically fit rows and columns to their contents, double-tap the
	lower edge of the row heading or the right edge of the column heading.

#### **Renaming a Worksheet**

- 1. Open the workbook containing the worksheet you want to rename.
- 3. In the Sheets list, highlight the worksheet you want to rename.
- Select Rename, enter a new name for the worksheet, and then press OK 

   twice.

#### Sorting Information in a Worksheet

- 1. Highlight the cells you want to sort.
- 2. Press Menu (right softkey) and select Tools > Sort.
- 3. Select the Sort by list, and then select the primary sort column.
- Check or uncheck the Ascending box to indicate whether you want to sort in ascending or descending order.
- (Optional) Select the Then by lists, and then select second and third level sorting options.
- 6. Check or uncheck the Exclude header row from sort box to indicate if you want to sort the header row.
- 7. Select OK.

#### Filtering Information in a Worksheet

- 1. Highlight the cells that contain the information you want to filter.
- Press Menu (right softkey) and select Tools > AutoFilter. (A list appears at the top of each related column).

- **3.** Select one of the new lists, and then select a filter. (This hides all rows that do not include the selected filter.)
- 4. (Optional) Select the other lists, and then select other filters.

Тір:	To display all rows again, select the filter list, and then select All. To turn off filtering, press Menu and select Tools > AutoFilter again.

Did You	You can also create custom filters where you specify comparisons. Select
Know?	the filter list, and then select <b>Custom</b> .

#### **Creating a Chart**

- **1.** Open the workbook you want to create a chart from.
- 2. Highlight the cells you want to include in the chart.
- 4. Select the type of chart, and then press Next \_\_\_\_ (right softkey).
- 5. Confirm the area you want the chart to include, and then press Next (right softkey).
- 6. Select the data layout, and then press Next \_\_\_\_ (right softkey).
- 7. Check the boxes to indicate whether the first row and column represent labels.
- 8. Select whether you want the chart to appear as a separate worksheet within the current workbook, or as part of the current worksheet.
- 9. Press Finish \_\_\_\_ (right softkey).

#### Formatting or Changing a Chart

- 1. Open the workbook that contains the chart you want to format.
- 2. Open the chart.
- 4. Select any of the following:
  - **Titles:** Sets the title of the chart and headings, whether a legend appears, and the placement of the legend.
  - **Scale:** Sets the minimum and maximum scales for charts with an *x* or *y* axis.
  - **Type:** Sets the chart style. You can use this setting to convert your chart to a different format.
  - Series: Lets you add, modify, format, or delete related data points without affecting the information in your worksheet.
- 5. Press OK 🛞.

#### Finding or Replacing Information in a Workbook

- 1. Open the workbook containing the information you want to find.
- 2. Press Menu (right softkey) and select Edit > Find/Replace.
- 3. Select Find what and enter the information you want to find.
- **4.** (Optional) Check the **Match case** box to find text that matches the capitalization in any text you entered in step 3.
- 5. (Optional) Check the Match whole words only box to find only full words that match any text you entered in step 3.

- 6. Select Find to locate the first instance of the information you entered in step 3, or select **Replace** and enter the replacement information.
- 7. Select Next to find the next instance of the information, or select Replace to replace it. (To replace all instances of the information, select Replace All.)
- 8. When you see a message that Excel Mobile has finished searching, press OK <sup>∞</sup>.

#### **Organizing Your Workbooks**

You can rename your workbooks and move them to another folder and between your smart device and an expansion (storage) card.

- **1.** Go to the workbook list.
- 2. Select a file.
- **3.** Press **Menu** (right softkey) and select **Rename/Move**.
- 4. Select Name, and then enter a new name for the workbook.
- 5. Select the Folder list, and then select the folder you want to move the workbook to.
- 6. Select the Location list, and then select Main memory or Storage card.
- **7.** Press **OK** 🛞.
- 8. Select the Folder list in the upper-left, and then select the folder you want to view.
- 9. Select the Sort By list in the upper-right, and then select the sort method.

Tip:	When you go to a folder, you can easily search your documents by sorting
	by type.

#### **Deleting Cells, Rows, and Columns**

- 1. Open the workbook containing the elements you want to delete.
- **2.** Highlight the area you want to delete.
- 4. Select how you want to remove the elements:
  - **Shift cells left:** Deletes the highlighted cells and moves all cells on the right one column to the left.
  - Shift cells up: Deletes the highlighted cells and moves all cells below them up.
  - Entire row: Deletes the entire row in which the highlighted cells are located, and moves all rows below it up.
  - Entire column: Deletes the entire column in which the highlighted cells are located, and moves all columns on the right one column to the left.
- 5. Press OK 🛞.

Did You	Excel Mobile adjusts formulas to reflect the new cell locations. However,
Know?	a formula that refers to a deleted cell displays the #REF! error value.

Тір:	To delete a workbook, go to the workbook list and highlight the workbook you want to delete. Press <b>Menu</b> and select <b>Delete</b> . Select <b>Yes</b> to confirm.
	commin.

Tip:	To delete a worksheet, press <b>Menu</b> and select <b>Format &gt; Modify Sheets</b> . Highlight the worksheet you want to delete, and then select <b>Delete</b> .
	Select Yes, and then press OK to finish.

#### **Customizing Excel Mobile**

- **1.** Go to the workbook list.
- 3. Set any of the following options:
  - Template for new workbook: Sets the default template for new workbooks.
  - Save new workbooks to: Specifies where new workbooks are stored.
  - Files to display in list view: Sets which types of files appear in the workbook list.
- 4. Press OK 🛞.

# Managing Your Information and Settings



### Section 6A

### **Managing Files and Applications**

#### In This Section

- Using Find
- Installing Applications
- Removing Applications
- Setting Synchronization Options
- Sharing Information
- Using Expansion Cards

### **Using Find**

With the built-in search features on your smart device, you can find information quickly:

- Lookup: Helps you find and dial your contacts by name or phone number. (See "Dialing by Contact Name" on page 61 for details.)
- Search: Looks through the text in all the applications on your smart device.
- File Explorer: Lets you browse through the files and folders on your smart device or an expansion card.
- Global Address Lookup: Enables you to look up names in your online corporate address list.

#### **Using Search**

Search for files and other items stored in the **My Documents** folder on your smart device or on an expansion card. You can search by file name or by words located in the item. For example, you can search for words within notes, appointments, contacts, and tasks.

- **1.** Press **Start and select Programs**.
- 2. Select Search  $\gg$ .
- **3.** Select **Search for**, and then enter the file name, word, or other information you want to find.
- **4.** Select the **Type** list, and then select the kind of information you want to find.

👫 Search	Ľ	II 🏹 📼 🛛
Search for: ja	ne	-
Type: Al	l data	-
Results		
Faraola, Jane Contact	(831) 55	5-6987
🙆 Wow! Messaging	7/3/05	30.4 KB
Search	1222	Advanced

- 5. Press Search (left softkey).
- 6. Use the 5-way to select and view an item from the results of the search.

 Did You
 You can also open the Search screen by pressing Option + left Shift.

 Know?
 Provide the Search screen by pressing Option + left Shift.

#### **Exploring Files and Folders**

**File Explorer** lets you browse the contents of folders on your smart device. The root folder on your smart device is named **My Device**. **My Device** is similar to My Computer on your computer.

- 1. Press Start 🔊 and select Programs.
- 2. Select File Explorer 📡.
- Select the Show list in the upper-left, and then select the folder you want to explore.

Did YouYou can sort the contents of a folder by name, date, size, or type. SelectKnow?Sort by list in the upper-right, and then select the sort method.

- **4.** Do any of the following:
  - To open an item, select it.
  - To quickly delete, rename, beam, or email an item, highlight the item, press and hold Center to open the shortcut menu, and then select the appropriate command.

Important: Do not delete any files that you cannot identify. These files	
	required for your smart device to function properly.

- To move a file to another folder, highlight the item, press and hold
   Center 
   to open the shortcut menu, and then select Cut or Copy. Open the destination folder, and press and hold Center 
   to open the shortcut menu, and then select Paste.
- To highlight multiple items, tap and drag the stylus.

Tip:	If you've looked for an item before, select the <b>Search for</b> list, and then
	select the item in the list.

	The storage card symbol appears next to the names of files that are stored on an expansion card.
--	--

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### **Installing Applications**

Section 6A: Managing Files and Applications

Your Treo700wx smart device comes with several built-in and ready-to-use applications. You can also install any of the additional software included on the Getting Started CD, as well as other third-party applications that are compatible with Windows Mobile<sup>®</sup> 5.2 devices, such as business software, games, and more. To learn more, go to <u>www.palm.com.</u>

**Did You Know?** You can purchase a third-party application that lets you run Palm OS<sup>\*</sup> applications on your Treo device.

Applications you download to your computer are likely to be in a compressed format such as ZIP. If the file is compressed, you need to use a decompression utility on your computer, such as Winzip, before you install the application on your smart device.

These instructions tell you how to install basic files onto your smart device. Some software uses an installer or wizard to guide you through the process. Consult the documentation that came with the software for details.

Tip:	If an application does not have a Microsoft Mobile to Market certificate, you will see a message indicating that the application is untrusted. If this occurs, you can indicate whether you want to continue the installation.
	Be sure to select and install Windows Mobile® 5.2.2 Pocket PC Phone Edition. Microsoft Windows Mobile 5.2 software for Smartphone is not compatible with your Treo device.

#### **Installing Applications From the Internet**

You can use Internet Explorer Mobile to install Windows Mobile application in the CAB file format directly from the Internet. You must use your computer to install apps in other file formats.

- 1. Make sure your phone is on (see "Turning Your Phone On and Off" on page 18).
- 2. Press Start and select Internet Explorer.
- **3.** Go to the page that contains the link to the application you want to download.
- Press Left < or Right > to highlight the link to the file, and then press Center
   to start the download process.
- 5. Press Start 🔊 and select Programs.
- 6. Select File Explorer 🦻.
- 7. Go to the My Documents folder.
- 8. Tap the file you downloaded to start the installation program.

Before You<br/>Begin:To install an application from your computer to your smart device,<br/>you must first install the ActiveSync software on your computer<br/>(see "Installing the Desktop Synchronization Software" on page 31).

- 1. Open My Computer or Windows Explorer on your computer.
- 2. Copy the application file(s) into the 🚺 Mobile Device folder.
- **3.** Connect your smart device to your computer to synchronize and install the application(s) on your smart device.

#### Installing Applications Onto an Expansion Card

- Insert the expansion card into the expansion card slot (see "Removing and Inserting Expansion Cards" on page 269).
- 2. Open the ActiveSync<sup>°</sup> window on your computer.
- 3. Click Tools and select Explore Device.
- Double-click My Windows Mobile-Based Device to open the Mobile Device folder.
- 5. Copy the application file(s) into the Storage Card folder inside the Mobile Device folder.

#### **Getting Help With Third-Party Applications**

If a you encounter a problem with a third-party application (such as an error message), contact the application's author or vendor. For general troubleshooting of third-party applications, see "Third-Party Applications" on page 350.

Make sure that the third-party application supports 240x240 screen resolution. Some older applications have screen-size limitations. Third-party applications should also be written for Windows Mobile version 5.2 or later. Programs written for earlier versions do not support **5-way navigation** or **Softkeys** and can have performance problems. If you can try a free version of the software before purchasing it, you can test it first to make sure it works properly.

Tip:	Before purchasing a third-party program, try the free version.
------	--

#### Section 6A: Managing Files and Applications

# Removing Applications

To free up storage memory on your smart device, you can remove applications that you no longer use. You can remove only applications, patches, and extensions that you install; you cannot remove the built-in applications that reside in the ROM portion of your smart device.

- 1. Press Start 🔊 and select Settings.
- 2. Select the System tab, and then select Remove Programs 👼.
- 3. Highlight the application that you want to remove.
- 4. Select Remove.
- 5. Select Yes to confirm deletion.



Tip:Some applications are factory-installed on your smart device and cannot<br/>be deleted. These are not listed in the Remove Programs list.

### **Setting Synchronization Options**

#### Selecting Which Information to Sync

- 1. Press Start 🔊 and select Programs.
- 2. Select ActiveSync 🔂.
- Press Menu (right softkey) and select Options.
- 4. Do any of the following:
  - Check the box next to any items you want to synchronize. (If you cannot check a box, you might have to uncheck a box for the same information type elsewhere in the list.)

🛃 ActiveSync	.≓ <sub>x</sub> 7 <sub>x</sub> (≡
Options	()
Choose the data you want to	sync:
📃 Windows PC 3	•
Contacts	
🔽 🛄 Calendar	=
🗹 🙆 E-mail	
🗹 🗹 Tasks	Ц
🗹 💭 Notes	•
Delete	Settings

- Uncheck the box next to any items you want to stop synchronizing.
- Select an item and then select **Settings** to customize the settings for that item. (Settings are not available for all items.)

Tip:To stop synchronizing with one computer completely, select the<br/>computer name and then select **Delete**.

#### Synchronizing With Exchange Server

You can sync directly with Exchange Server using a connection to either a wireless network or a computer.

- 1. Press Start 🔊 and select Programs.
- 2. Select ActiveSync 🐵.

- **6.** Check the boxes next to the type of information that you want to synchronize with Exchange Server.

Did You	You can also use the <b>Sync Setup Wizard</b> to set up your smart device to	
Know?	synchronize remotely with Exchange Server. This wizard starts when you	
	connect your smart device to your computer after installing ActiveSync	
	on your computer.	

#### Synchronizing With Two Computers

You can set up your smart device to synchronize with up to two computers as well as Exchange Server. When synchronizing with two computers, the items that you synchronize appear on both computers with which they synchronize.

Note:	Microsoft <sup>®</sup> Office Outlook <sup>®</sup> email can synchronize with only one computer.

For example, if you set up to sync different items with two computers, named C1 and C2, when you sync **Contacts** and **Calendar** on your smart device with both computers, you see the following result:

- The contacts and calendar appointments that were on C1 are now also on C2.
- The contacts and calendar appointments that were on C2 are now also on C1.
- The contacts and calendar appointments from both computers are on your device.

#### Starting and Stopping Synchronization

If ActiveSync is running on your computer and you connect your smart device to your computer, synchronization begins automatically. If you ever need to manually start or stop synchronization, follow these steps:

- Connect your smart device to your computer. (See "Connecting Your Treo Device to Your Computer (USB)" on page 33. If you are only synchronizing wirelessly with Exchange Server, you do not have to connect the device.)
- 2. Press Start 🔊 and select Programs.
- 3. Select ActiveSync 🔞.

Did You	You can also connect your smart device to your computer with an	
Know? infrared (IR) or a wireless connection using Bluetooth <sup>*</sup> wirele technology.		

Tip:	If synchronization doesn't start automatically, press <b>Start</b> and select
	<b>Programs</b> . Select <b>ActiveSync</b> and then select <b>Sync</b> to start synchronization.

#### Setting the Synchronization Schedule

You can schedule wireless synchronization to occur automatically at regular intervals. If you prefer to synchronize manually, do not turn on these settings.

- Connect your smart device to your computer. (See "Connecting Your Treo Device to Your Computer (USB)" on page 33. If you are only synchronizing wirelessly with Exchange Server, you do not have to connect the device.)
- 2. Press Start 🔊 and select Programs.
- 3. Select ActiveSync 💮.
- 5. Set any of the following options:
  - **Peak times:** Sets the frequency for high-traffic time periods such as when you are at work or when email volume is high.
  - **Off-peak times:** Sets the frequency for low-traffic time periods such as late at night.
  - Use above settings while roaming: Sets the frequency while you are roaming outside the Nationwide Sprint PCS Network. (To minimize roaming charges, uncheck this box and synchronize manually while roaming.)
  - Send outgoing items immediately: Sets whether items are sent as soon as you select Send in the Messaging application, or whether they are held until the next synchronization.
- 6. Press OK 阃.

Тір:	The auto shut-off timer resets itself each time you synchronize. If your sync interval is shorter than the auto shut-off interval, your smart device doesn't turn off.
Did You Know?	Decreasing the sync frequency settings conserves battery power.

### **Sharing Information**

Your device comes equipped with a variety of options for sharing information, so that you can choose the quickest, most convenient way to send your information or to receive information from another device.

- When you have a file open in a program such as Notes or PowerPoint Mobile, you can easily share a file by pressing Menu and then selecting Send via E-Mail or Beam File.
- In Outlook, you can insert a picture or attach a note or other file to an email. You can also receive pictures and attachments.
- ActiveSync<sup>\*</sup> enables you to share files with your computer. (You can add or remove files directly from the Treo My Documents folder, located in your My Documents directory on your computer. These files are updated the next time you sync.)
- If you are near someone, you can beam files and applications between your smart device and your neighbor's device using the IR port or Bluetooth<sup>\*</sup> wireless technology.
- You can also store files on an expansion card and share the expansion card.

### **Using Expansion Cards**

The expansion card slot on your smart device enables you to add SD cards and MultiMediaCard cards to extend the storage capacity of your smart device. For example, SD or MultiMediaCard expansion cards can store the following:

- Pictures
- Videos
- MP3 audio files
- Email attachments
- Games
- eBooks
- Applications
- Databases

 Tip:
 SD cards are faster than MultiMediaCard cards for reading and writing information.

Your smart device is also compatible with many Wi-Fi<sup>®</sup> SDIO cards. When purchasing an SDIO card, make sure the card is compatible with the Treo 700wx.

Tip:	Check with the card manufacturer to confirm compatibility before purchasing an SDIO card.	
		L

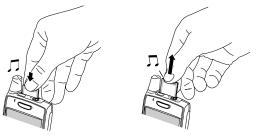
Expansion cards are sold separately. Your smart device comes with a dummy card inside the expansion card slot, to protect the slot. When you do not have a

functioning card inside the slot, reinsert the dummy card to protect the slot opening.

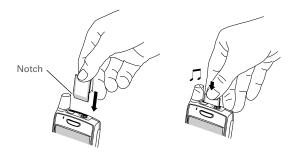
Tip:We recommend that you purchase preformatted expansion cards. To<br/>format a card on your own, you need to connect a card reader (sold<br/>separately) to your computer.

#### **Removing and Inserting Expansion Cards**

- **1.** Press down and release the dummy card.
- 2. After you feel the expansion card slot eject the dummy card, remove the card from the slot.



- **3.** To insert an expansion card, hold your smart device with the screen facing you and the card with the label facing you. (The notch on the card should be in the lower-left corner next to the antenna.)
- **4.** Insert the card into the expansion card slot until you feel it lock into place and hear the confirmation tone.



#### **Opening Applications on an Expansion Card**

After you insert an expansion card in the expansion card slot, you can open any of the applications stored on the expansion card.

- **1.** Insert the expansion card into the expansion card slot.
- 2. Press Start 🔊 and select Programs.
- 3. Select File Explorer.
- 4. Select the Show list in the upper-left, and then select Storage Card.
- 5. Select the application you want to open.

#### Saving Files to an Expansion Card

You may find it helpful to automatically save the information on an expansion card. For example, when you create new Word Mobile documents, notes, Excel Mobile workbooks, pictures, videos, and audio files, you can save them directly to an expansion card. (Some applications may not support this feature.)

- **1.** Insert an expansion card into the expansion card slot.
- 2. Open the application you want to save the information from.
- 4. Select the Save to list, and then select Storage Card.
- 5. Press OK 🛞.

**Tip:** If you don't see the **Save to** list on the **Options** screen, look on the other tabs (if present). If you still can't find a **Save to** list, the application may not support this feature.

#### Moving Information Between Your Smart Device and an Expansion Card

- 1. Insert an expansion card into the expansion card slot.
- 2. Open the application from which you want to move the information.
- 3. Go to the list view and highlight the item(s) you want to move.
- 5. Select the Location list, and then select where you want to move the information: Storage Card or Main Memory.
- 6. Press OK 🛞.

# Copying or Moving Applications and Files Between Your Smart Device and an Expansion Card

- **1.** Insert the expansion card into the expansion card slot.
- 2. Press Start 🔊 and select Programs.
- 3. Select File Explorer.
- 4. Select the file or application you want to copy or move (see "Exploring Files and Folders" on page 255).
- 5. Press Menu (right softkey) and select Edit > Copy or Edit > Cut.
- 6. Go to the folder where you want to place the selected item.
- 7. Press Menu (right softkey) and select Edit > Paste.
- 8. Press OK 🛞.

**Tip:** Your applications are usually located in the **My Device / Program Files** folder.

#### Viewing Available Expansion Card Memory

You can view how much space is available on the expansion card that is currently in the expansion card slot.

- **1.** Insert the expansion card into the expansion card slot.
- 2. Press Start and select Settings.
- 3. Select the System tab, and then select Memory 🐃.
- 4. Select the Storage Card tab.
- 5. Press OK 阃.

#### **Exploring Files on an Expansion Card**

- 1. Insert the expansion card into the expansion card slot.
- 2. Press Start 🔊 and select Programs.
- 3. Select File Explorer.
- 4. Select the Show list in the upper-left, and then select Storage Card.
- 5. Select the folder or files you want to view.
- 6. Press OK 阃.

#### **Renaming an Expansion Card**

If you change the contents of an expansion card, you may at some point want to rename the card to better match its contents.

- 1. Insert the expansion card into the expansion card slot.
- 2. Press Start 🔊 and select Programs.
- 3. Select File Explorer.
- 4. Select the Show list in the upper-left, and then select My Device.
- 5. Highlight the current expansion card name (Storage Card by default).
- 6. Press Menu cright softkey) and select Rename.
- 7. Enter a new name for the card.
- 8. Press OK 阃.

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card is not
card for

## Section 6B

## **Customizing Your Smart Device**

#### **In This Section**

- Today Screen Settings
- System Sound Settings
- Display and Appearance Settings
- Application Settings
- Locking Your Smart Device and Information
- Entering Owner Information
- System Settings
- Connection Settings
- Managing ISP Settings
- Connecting to a VPN
- Purchasing Accessories for Your Device

Tip:

For phone settings, see "Customizing Phone Settings" on page 87.

#### Section 6B: Customizing Your Smart Device

# **Today Screen Settings**

#### Selecting Your Today Screen Background

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Today 🦓.
- 3. On the Appearance tab, check the Use this picture as the background box.
- 4. Select Browse.
- 5. Select the picture you want to use.
- 6. Press OK 🛞.

Tip:



To change the color theme for your smart device, select a new theme from the **Appearance** tab in **Today Settings**.

#### Selecting Which Items Appear on Your Today Screen

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Today 🦓.
- 3. Select the Items tab.
- Check the boxes next to the items you want to appear on your Today screen, and uncheck any items that you want to hide.

🛃 Settings	💷 🎢 💷 🔤
Today	
Checked items appear on t	he Today screen.
Date Speed Dial Owner Info Calendar Messanina Today timeout: 4 hr	Move Up Move Down Options
Appearance Items Searc	th

- 5. (Optional) Select **Options** (if available) to configure the settings for the current item.
- 6. Press OK 🛞 to return to Today Settings.
- 7. Press OK 🛞.

Did You Know? There are lots of third-party plug-ins available for your Today screen. For clocks, calculators, MP3 players, weather guides, and much more, visit www.palm.com.

#### Selecting Your Today Screen Search Engine

- **1.** Press **Start** and select **Settings**.
- On the Personal tab, select Today Q.
- On the Search tab, select the Internet search engine that appears on the Today screen. (The selections are the Sprint search engine [default], and Google.)
- Isettings
   EX
   Ice

   Today

   Select your Today Screen search engine

   Sprint

   Appearance

   Items

  Search

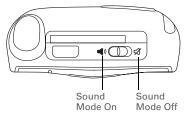
4. Press OK 🙉.

# **System Sound Settings**

In certain situations, such as meetings and theaters, you need to turn off all sounds on your smart device. You can immediately silence all sounds on your smart device, including phone ringtones, **Calendar** notifications, and system sounds. This does not mute the speaker during phone calls.

#### Setting the Ringer Switch

- 1. Slide the Ringer switch to Sound Mode Off 🗭 .
- 2. To hear all sounds again, slide the Ringer switch to Sound Mode On ().



If the **Ringer** switch is set to no sound, the **Ringer** setting overrides the sound settings and all sounds are turned off, including any music you may be playing. Your smart device includes a silent alarm that can vibrate even when the **Ringer** switch is set to **Sound Mode Off**.

When you slide the Ringer switch back to the Sound Mode On position, it restores the previous sound settings. For example, if the device ring volume is set to the loudest setting and you slide the Ringer switch to Sound Mode Off, you do not hear the device ring. When you move the Ringer switch back to Sound Mode On, the device ring volume is still set to the loudest setting.

## **Selecting Sounds & Notifications**

- Press Start and select Settings.
- On the Personal tab, select Sounds & Notifications .
- 3. On the Sounds tab, set any of the following options:
  - Events: Turns sounds on/off for system warnings and error messages.
  - Programs: Turns sounds on/off in the applications on your smart device.
  - Notifications: Turns alarms and reminders on/ off in the applications on your smart device.
  - Screen taps: Turns sounds associated with tapping the screen on/off, and sets the volume level when this sound is turned on.
  - Hardware buttons: Turns sounds associated with pressing buttons on/ off, and sets the volume level when this sound is turned on.



Customizing

- 4. Select the Notifications tab and set any of the following options:
  - Event: Specifies which action you want to change the settings for. (The remaining options vary based on the action you select.)
  - Play sound: Lets you turn the sound on/off for the selected event. (To select a different sound, select the list to the right of this setting, and then select a different sound. To preview the sound, select Play 

     .)
  - **Repeat:** Indicates whether the sound plays more than once, if turned on.

🛃 Settings	EU Yı 📼 🔤		
Sounds & Notification	5		
Event: ActiveSync: Be	egin sync 💌		
Play sound In	fbeg 👻		
Repeat			
Display message on screen			
Vibrate when ringer switch off			
Vibrate when rin	iger switch on		
Sounds Notifications Ma	anage		

- **Display message on screen:** Indicates whether a notification message appears onscreen for the selected event.
- Vibrate: Indicates whether your smart device vibrates to notify you about the selected event.
- 5. Press OK 🛞.

Tip:	To record, preview, delete, and send sounds on your smart device, select
	the Manage tab. To record a sound, press Menu and select New Sound. To
	play a sound, select it and press <b>Play</b> . To delete a sound, highlight it and
	press Backspace. To send a sound, highlight it, press Menu, and select Send
	Sound.
	Sound.

# **Display and Appearance Settings**

## **Adjusting the Brightness**

- **1.** Press **Option** (), and then press **(**).
- 2. Press Left ◀ and Right ▶ to adjust the brightness.
- 3. Press OK 🛞.

#### **Changing the Text Size**

- 1. Press Start 🔊 and select Settings.
- Select the System tab, and then select Screen .
- 3. Select the Text Size tab.
- **4.** Press Left ◀ and Right ▶ to adjust the text size.
- 5. Press OK 🛞.

Tip:	If text looks rough around the edges, open the Screen Settings screen and select the Clear Type tab. Check the Enable Clear Type box, and then press OK.
------	--

#### **Setting Display Formats**

- 1. Press Start 🔊 and select Settings.
- Select the System tab, and then select Regional Settings .
- On the Region tab, select a region from the list. (The region selection sets the default format settings.)
- **4.** (Optional) Select any of the following tabs to customize the format settings:

🟄 Settings	💷 🏹 📼 🔤			
Regional Settings	Regional Settings			
English (United States)				
Appearance samples				
Positive numbers:	123,456,789.00			
Positive currency:	\$123,456,789.00			
Time:	6:07:52 PM			
Short date:	7/3/05			
Long date:	Sunday, July 03, 2005			
Region Number Cu	rrency Time Date			

- Number: Sets the decimal symbol and number of decimal places, the digit grouping symbol and group size, list separators, negative number sign symbol and format, leading zero display, and measurement system (metric versus U.S.).
- **Currency:** Sets the currency symbol and position, the decimal symbol and position, digit grouping symbol and group size, and negative number format.
- Time: Sets the time style, separators, and AM and PM symbols.
- Date: Sets the short date style, separators, and long date style.
- 5. Press OK 🛞.

#### **Aligning the Screen**

Occasionally, your screen can move out of alignment, causing the wrong feature to activate when you tap the screen. If this occurs, you need to align your smart device screen.

- **1.** Press **Start** and select **Settings**.
- 2. Select the System tab, and then select Screen 🥻.
- 3. On the General tab, select Align Screen.
- 4. Tap the screen where indicated.
- 5. Press OK 🛞.

#### Changing the System Color Scheme

- 1. Press Start and select Settings.
- 2. Select the Personal tab, and then select Today 🦓.
- 3. On the Appearance tab, select a theme in the list.
- **4.** Press **OK** 🛞.

Tip:	You can also set the background for your <b>Today</b> screen (see "Selecting Your Today Screen Background" on page 276).
	Tour Toury Server Buckground "On page 27 0).

# **Application Settings**

## Arranging the Start Menu

You can select which applications appear in the top level of the **Start** menu. You can still access the remaining applications by selecting **Programs** from the **Start** menu, and then selecting the application's icon.

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Menus 🛒 .
- **3.** Check the boxes next to the applications you want to see in the **Start** menu.
- 4. Press OK 🛞.

## **Reassigning Buttons**

**Buttons Settings** lets you select which applications are associated with many of the buttons and key combinations on your smart device.

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Buttons 🌉 .
- 3. On the **Program Buttons** tab, highlight the button or key combination you want to change in the



🛃 Settings	💷 🏹 📼	ok	
Buttons			
1. Select a button:			
Button	Assignment	-	
🍂 Start	<start menu=""></start>		
OK	<ok close=""></ok>	-	
1	▶		
2. Assign a program:			
<start menu=""></start>		•	
Program Buttons Up/Down Control			

Customizing

**Buttons** list. The hardware buttons are mapped to the following button numbers:

- Start = Start Menu.
- OK 🛞 = OK/Close.
- Option 🕥 + Phone/Talk 🕥 = Internet Explorer.
- Option 🔘 + Start 🗷 = Calendar.
- Option 🔘 + OK 🛞 = Task Manager.
- Side button = Windows Media.
- **4.** Select the **Assign a program** list, and then select the application you want to assign to the button or key combination you selected in step 3.
- 5. Press OK 🛞.

#### **Setting Up Voice Commands**

Voice commands enable you to use speech to execute some commands on the **Start** menu and the **Programs** menu.

- Assign the Side button to Voice Command. (See "Reassigning Buttons" on page 284 for details.)
- 2. Press Start and select Settings.
- 3. On the Personal tab, select Voice Command.
- 4. Select Enable.
- Select the items you want to enable. If an item is highlighted and the Options box is active, select the Options box to choose the features you want enabled for the highlighted item.

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#### **Using Voice Commands**

- 1. Set the Ringer switch at the top of your device to Sound Mode On.
- 2. Hold your device about nine inches away from your mouth, and then press and release the Voice Command button. (A tone plays and a microphone icon appears at the top of your screen.)
- **3.** In a clear voice say the command. For example:
  - To access Help, say, "Help." (After Voice Command finishes speaking, a microphone icon appears at the top of your screen. Say your answer. For example, say, "General" to access general Help topics.)
  - To access your **Calendar**, say, "Start Calendar."
  - To access your music, say, "Start Windows Media." (After Voice Command finishes speaking, a microphone icon appears at the top of your screen. Say your answer.)

Tip:You can interrupt during a question by pressing the Voice Command<br/>button. Once the microphone icon is visible you may say your answer.

#### **Setting Input Options**

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Input
- 3. Select the Word Completion tab and set any of the following options:
  - Suggest words when entering text: Indicates whether word suggestions appear as you enter text. (You can also specify how many letters you want to enter before a suggestion appears, how many suggestions you want to see, and whether a space appears after you insert a suggested word.)



- Replace text as you type: Indicates whether the text you type adds to existing text or replaces
  - it. (This is similar to the Insert function on a computer keyboard.)

Tip:

To enter a suggested word, simply tap it.

- 4. Select the **Options** tab and set any of the following options:
  - Voice recording format: Sets the format in which you save voice notes.
  - Default zoom level for writing: Sets the initial size of text entered using onscreen writing methods.
  - **Default zoom level for typing:** Sets the initial size of text entered using the keyboard.
  - **Capitalize first letter of sentence:** Sets whether the first letter of a sentence automatically appears in uppercase, without pressing one of the **Shift** keys.

📒 Setting	5	EU 🏹 📼 💀	
Input			
Voice recordin	g format:		
11,025 Hz	, 16 Bit, Mono	(22 KB/s) 🔻	
Default zoom	level for writing:	200% 🕶	
Default zoom	level for typing:	100% 🕶	
Capitalize first letter of sentence			
Scroll upon reaching the last line			
Input Method	Word Completio	on Options	

- Scroll upon reaching the last line: Sets whether the display automatically scrolls when you select the last line of visible information.
- 5. Press OK 🛞.

# Locking Your Smart Device and Information

Your smart device includes several features that help you protect your smart device from inadvertent use and keep your information private. The built-in security software lets you use your smart device for emergency calls, such as dialing 911, even if it is locked.

- **Keyguard:** Manually disables all buttons and the screen's touch-sensitive feature to prevent accidental presses in your briefcase or pocket.
- Auto-Keyguard and touchscreen lockout: Automatically enables Keyguard after a period of inactivity and lets you disable the screen's touch-sensitive feature during an active call.
- Phone Lock: Requires a lock code to make calls.
- System password lock: Requires a password to see any information on your smart device.

Tip:To avoid accidentally pressing onscreen buttons while you're holding<br/>your smart device up to your ear to speak, you can disable the screen's<br/>touch-sensitive feature during active calls. When the screen's touch-<br/>sensitive feature is disabled, you must use the **5-way navigator** to access<br/>items on the screen.

#### **Using Keyguard**

By default, your keyboard locks so that you don't accidentally press buttons or activate screen items while your smart device is in a pocket or bag.

To disable Keyguard, press Center —.

To manually turn on Keyguard when your smart device screen is on, press
 Option 
 Option and Power/End 
 D

## Using Auto-Keyguard and Touchscreen Lockout

Auto-Keyguard lets you automatically lock the keyboard after a period of inactivity.

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Keyguard 🔒.
- 3. Set any of the following options:
  - Auto-Keyguard: Sets the period of inactivity that passes before the keyboard automatically locks or before the autokeyguard feature is disabled.
  - **Disable touchscreen:** Indicates whether the screen's touch-sensitive feature is enabled during a call.



4. Press OK 🛞.

Did You	If you're using a headset or hands-free device and your device is in a
Know?	pocket or bag, you can manually turn on <b>Keyguard</b> during a call to prevent accidental key presses. Press <b>Option</b> and <b>Power/End</b> to manually turn on <b>Keyguard</b> .

#### **Using Phone Lock**

Tip:

You can lock your smart device to prevent unauthorized use of your account.

When your phone is locked, you must enter a lock code to place calls, except for emergency numbers and Sprint Customer Service (\*2).

- **1.** Press **Start** and select **Settings**.
- 2. On the Personal tab, select Phone 🕻.
- **3.** Select the **Security** tab and set any of the following options:
  - Auto-lock: Sets whether your smart device locks automatically and when this occurs.
  - Change Lock Code: Lets you assign or change the lock code used to unlock your smart



device. (Your default lock code is the last four digits of your phone number. If you change the lock code, select **OK** to accept your new code.)

4. Press OK 🛞 to finish.

Tip:	When <b>Phone Lock</b> is on, you can unlock your phone by going to the <b>Today</b> screen, entering your lock code, and then selecting <b>Enter</b> . You do not need	
	to enter your password to answer a call.	

#### Using System Password Lock

To protect your personal information, you can lock the system so that you need to enter your password to access any of your information or use other features of your smart device.

Important:	If you lock your system, you must enter the exact password to unlock it. If you enter an incorrect password, you are given another chance. Each
	time an incorrect password is entered, you are given progressively longer
	time periods between your chances to enter the password. If you forget
	the password, you need to perform a hard reset to resume using your
	smart device. Performing a hard reset deletes all the entries in your smart
	device. However, you can restore all previously synchronized information
	the next time you sync (see "Synchronizing Information—The Basics" on
	page 27). In addition, your device might not re-establish a Sprint PCS
	Vision session after a hard reset. To manually establish a new Sprint PCS
	Vision session, open the browser to access a Web site.

- **1.** Press **Start** and select **Settings**.
- 2. On the Personal tab, select Lock 🙈.
- 3. On the Password tab, check the Prompt if device unused for box to turn on the password feature.
- Select the first list, and then select how long a period of inactivity must pass before you are prompted to enter a password to unlock the system.
- **5.** Select the **Password type** list, and then select a format for your password.

背 Settings	4	<u>Y</u> I (=,	ok
Password			
Prompt if device unused for	0 N	linutes	•
Password type: Simple PIN	I		•
Password:			
Confirm:			٦
×			
Password Hint			

- Select Password, tap the onscreen keyboard icon, and enter your password. (Then tap the onscreen keyboard icon.)
- Select Confirm, tap the onscreen keyboard icon, and enter the password again. (Then tap the onscreen keyboard icon.)
- 8. (Optional) Select the Hint tab and enter a hint to help you recall your password.
- 9. Press OK 🛞.

# **Entering Owner Information**

You can enter personal information that you want to associate with your smart device, such as your name, company name, and phone number. You can also set whether you want this information to appear when you turn on your smart device. If you lose your smart device, this feature can help the person who finds it return it to you.

- 1. Press Start 🔊 and select Settings.
- 2. On the Personal tab, select Owner Information 🕵.
- **3.** On the **Identification** tab, enter any of the contact information you want to include.
- 4. Select the **Notes** tab and then enter any additional text you want to include.
- Select the Options tab and check the boxes to indicate which information (if any) you want to appear on the screen when you turn on your smart device.
- 6. Press OK 🛞.



指 Setting	s		I 🖓 📼 🖬	k
Owner Info	rmatio	n		
Name:	Midyne	9 Spear		
Company:	Creativ	e Speari	t	
Address:	Box 65 Any Ci			
Telephone:	(831)	555-356	3	
E-mail:	midyne	e@anyisp	.com	
Identification	Notes	Options		

# System Settings

## Setting the Date and Time

**Clock & Alarms Settings** lets you set the time zone, time, and date for your home location and a location that you visit.

- 1. Press Start 🔊 and select Settings.
- 2. Select the System tab, and then select Clock & Alarms 🚱
- 3. On the Time tab, select Home.
- **4.** Select the first list, and then select the time zone for your home location.
- 5. Select the hour, and then press Up ▲ or Down ▼ to increase or decrease the hour setting. (Repeat this process for the minutes, seconds, and AM/ PM settings.)
- **6.** (Optional) Select **Visiting** and set the information for a location that you visit often.
- **7.** Press **OK** 🛞.

Tip:

8. If prompted, select Yes to accept your changes.

To set the display format for the date and time, see "Setting Display Formats" on page 282.

背 Settings	EU Yı (=	ok
Clock & Alarms		
Home	GMT-8 Pacific US	•
	6:37:10 PM	•
	7/ 3/2005	•
Visiting	GMT+1 Paris,Madric	-
	3:37:10 AM 🔺	-
	7/ 4/2005	Ŧ
Time Alarms	More	

## **Setting System Alarms**

System alarms let you set alarms that are not associated with a task or appointment. For example, you can use your smart device as an alarm clock when you travel, or set alarms to remind you when it's time to take medication or pick up the kids.

- **1.** Press **Start** and select **Settings**.
- Select the System tab, and then select Clock & Alarms .
- 3. Select the Alarms tab.
- 4. Check a box to turn on that alarm.
- Select the description next to the box you checked, and enter a description for the alarm.



- **6.** Select the days of the week you want the alarm to go off. (You can select multiple days for each alarm.)
- **7.** Select the time you want the alarm to go off, and then press **OK** <sup>(</sup>
- Select ¼, check the boxes to select how you want the alarm to go off, and then press OK <sup>(</sup><sup>®</sup>).

Tip:To change the alarm sound, select the alarm sound icon, select the Play<br/>Sound list, and then select the alarm sound you want to use.

- 9. Press OK 🛞 to finish.
- **10.** If prompted, select **Yes** to accept your changes.

#### **Managing Identity Certificates**

Your smart device may include preinstalled certificates. Certificates are digital documents that are used to authenticate and exchange information on networks. Certificates can be issued for a user, a device, or a service.

- 1. Press Start and select Settings.
- Select the System tab, and then select Certificates
- **3.** Select any of the following:
  - **Personal:** Displays certificates that establish your identity when you log in to a secured network, such as a corporate network.
  - Root: Displays certificates that identify the computers, such as servers, that you connect to. (These certificates help prevent unauthorized users from accessing your smart device and information.)
- 4. Press OK 🛞 to finish.

Tip:To delete a certificate, tap and hold the certificate in the list, and then<br/>select Delete from the shortcut menu.

#### **Enabling Error Reporting**

**Error Reporting** sends information that helps diagnose application errors for devices running Windows Mobile<sup>\*</sup> software. When an error is detected, a text file is created. You can review the file and choose whether you want it delivered to technical support. The information is used by programming groups at Microsoft for quality control and is not used for tracking individual users or installations for any marketing purpose. The information that is collected is technical information about the state of your system when the error occurred. No documents (or any

information contained in them) are intentionally sent with the report. To ensure further security, the report is transmitted by means of a secure connection and is kept confidential and anonymous in a limited-access database.

 Tip:
 This error-reporting method meets the privacy regulations of the European Union (EU) as well as the Fair Information Practice Principles of the Federal Trade Commission. To view the Fair Information Practice Principles, visit the Federal Trade Commission Web site at www.ftc.gov/reports/privacy3/fairinfo.htm.

If your smart device is connected to your computer when you send the error report, you are not billed for sending error reports — provided your computer is connected to the Internet. If you use the Sprint network to send an error report, data transfer charges apply.

- **1.** Press **Start** and select **Settings**.
- 2. Select the System tab, and then select Error Reporting 💁.
- 3. Select whether you want to enable or disable error reporting.
- 4. Press OK 🛞 to finish.

#### Setting Up a GPS Device

If you purchased an optional Global Positioning System (GPS) receiver, your smart device can show your exact location on a map.

- **1.** Press **Start** and select **Settings**.
- Select the System tab, and then select GPS (

Customizing

- On the Programs tab, select the GPS program port list, and then select the port for applications to use to access GPS information. (This port must also be selected in your GPS application's configuration settings.)
- 4. Select the Hardware tab.
- 5. Select the GPS hardware port list, and then select the port to which your GPS receiver is connected. (This must be a different port from the one you set in step 3 as your program port. To connect to the GPS device using a Bluetooth connection, you must first set up a partnership between the two devices. See "Setting Up a Bluetooth Connection" on page 161.)
- 6. Select the Access tab and check the Manage GPS automatically box. This setting lets more than one application simultaneously access your GPS information.
- 7. Press OK 🙆 to finish.

#### Viewing Memory Usage

- 1. Press Start and select Settings.
- Select the System tab, and then select Memory The select Memory
- 3. Select any of the following tabs:
  - Main: Displays the amount of memory assigned to your applications and information, as well as the amount of memory in use versus the available memory.
  - **Storage Card:** Displays the amount of memory available on an expansion card that is inserted into the expansion slot on your smart device.

- Running Programs: Lists the applications that are in use on your smart device. (To switch to an application, highlight it and select Activate. To close an application, highlight it and select Stop. To close all open applications, select Stop All.)
- 4. Press OK 🛞 to finish.

🛃 Settings	💷 🎢 🚍 🔤	🛃 Settings 🛛 🔣 🖛 🔤	🛃 Settings 🛛 🖾 🏹 📼 🔤
Memory		Memory	Memory
Storage Total: 61.72 MB In use: 3.57 MB Free: 58.15 MB	Program Total: 57.15 MB In use: 14.25 MB Free: 42.90 MB	Total storage card memory: 30.53 MB In use: 13.40 MB Free: 17.13 MB Storage Card •	Running Programs List:       Calendar       ActiveSync       Activate       Stop       Stop All
Main Storage Card R Find large files using sto		Main         Storage Card         Running Programs           Find         large files using storage memory.	Main         Storage Card         Running Programs           Find large files using storage memory.

#### **Viewing and Optimizing Power Settings**

- 1. Press Start 🔊 and select Settings.
- Select the System tab, and then select Power 4.
- 3. On the Battery tab, view the power remaining in your battery.
- Select the Advanced tab and set whether your smart device turns off automatically after a specified period of inactivity. (You can assign different intervals for battery power and external power.)

5. Press OK 🛞 to finish.



Tip:	To conserve additional battery power, adjust the display backlight
	setting. Press <b>Start</b> and select <b>Settings</b> . Select the <b>System</b> tab, and then
	select <b>Backlight</b> . On the <b>Battery Power</b> tab, set whether the display
	backlight turns off automatically after a period of inactivity.

# **Connection Settings**

## **Turning Wireless Services On/Off**

- 1. Press Start 🔊 and select Settings.
- 2. Select the Connections tab, and then select Wireless Manager.
- 3. Turn your smart device's wireless features on/off. (Select All to turn all wireless features on/off.)
- 4. Press OK 🛞 to finish.



Note:	The <b>Wi-Fi</b> selection appears only if a Wi-Fi card is installed in your smart device. You must purchase and install a third-party Wi-Fi card to use this
	feature.

You can also turn wireless services on and off by tapping the signal-strength icon **Y**<sub>i</sub>**l** at the top of the screen and then selecting **Wireless Manager**.

Тір:	To change the settings for one of the displayed wireless features, press <b>Menu</b> and select the wireless feature you want to change.
	, 0

<b>Tip:</b> Turning off the Bluetooth <sup>*</sup> feature may improve your Wi-Fi card performance. To turn the Bluetooth feature off, go to your <b>Today</b> screen tap the <b>Bluetooth</b> icon, and then uncheck the <b>Turn on Bluetooth</b> box.
--

Many corporate organizations and public environments, such as coffee shops, airports, and libraries, offer access to a Wi-Fi network. A Wi-Fi network is a wireless local area network (WLAN) based on the 802.11 standard. When you purchase an optional Wi-Fi SDIO card, you can use your smart device's built-in software to set up a Wi-Fi connection and quickly connect your smart device to a Wi-Fi network when you're within range of an accessible Wi-Fi network.

Some Wi-Fi networks are known as *open networks* because they broadcast their name (SSID) and do not require a password. Other Wi-Fi networks broadcast their name but do require a password. Networks that do not broadcast their name are known as *closed networks*. Follow the instructions for the type of network you want to connect to.

Important!	Depending on where you are on a network and certain coverage conditions, you might experience interruptions with your phone operation while using a Wi-Fi card. Palm recommends that you turn off the phone radio when using any Wi-Fi card or remove the Wi-Fi card when not in use to ensure that you can always make and receive phone calls. For EMERGENCY calls, always remove the card from your smart device to ensure optimal connectivity.
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Note:	See "Important Safety Information" on page 361 for additional guidance on using a Wi-Fi card with your Treo device.
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Key Term:
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#### Connecting to a Network That Broadcasts Its Name

Wi-Fi networks in public places often broadcast their network name. Your smart device automatically attempts to detect some network settings, so you can connect to this type of network with minimal configuration.

Did You	When you are browsing the Internet or performing another Wi-Fi activity,
Know?	you can answer a call without interrupting that activity.

To connect to a network that broadcasts its name, complete the following steps:

- 1. Wake up your smart device's screen (see "Waking Up the Screen and Turning It Off" on page 19).
- 2. Insert the Wi-Fi card into the expansion slot (see "Removing and Inserting Expansion Cards" on page 269).
- 3. If the Multiple Networks Detected dialog box appears, select the network you want to connect to.
- When the New Network Detected dialog box appears, select the type of network you want to connect to.
- 5. Press Connect (left softkey) to connect to the network.
- 6. If prompted, enter the password provided by the system administrator.

Tip:	The wired equivalent privacy ( <b>WEP</b> ) encryption method is enabled by default and may interfere with your ability to connect to a network that
	broadcasts its name. See "Connecting to a Closed Network" on page 305 to learn how to enable or disable <b>WEP</b> encryption.

Key Term:	Wi-Fi access point (Also called a <i>hotspot</i> .) A network device with an
	antenna that provides wireless connections to a larger network.

## **Connecting to a Closed Network**

Since closed networks have additional security features, your smart device cannot detect the network's settings; you must obtain the settings from the system administrator and enter the settings manually. You can also use these steps to manually create a connection with an open network.

- 1. Wake up your smart device's screen (see "Waking Up the Screen and Turning It Off" on page 19), and then insert the Wi-Fi card into the expansion slot (see "Removing and Inserting Expansion Cards" on page 269).
- 2. Tap Wi-Fi 🛔 in the title bar.
- 3. Select the Settings link.
- 4. Select Network Cards 27
- 5. Select Add New.
- 6. On the General tab, set the following:
  - **Network name:** Specifies the SSID provided by the system administrator.
  - Connects to: Specifies whether this connection connects to the Internet or to Work. (You may need to select Work to access a corporate intranet.)
  - This is a device-to-device (ad-hoc) connection: Indicates whether you're connecting to another device or to an access point (network).



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- 7. Select the Network Key tab, and then set the following:
  - Authentication: Sets the method used to identify devices that connect to the network.
    - **Open:** Indicates that the network uses open authentication.
    - **Shared:** Indicates that the network uses shared authentication.
    - WPA: Indicates that the network is a WPA network that uses 802.1x protocols.
    - WPA-PSK: Indicates that the network is a WPA network that requires a pre-shared key (password).
  - **Data Encryption:** Sets the encryption method. (The options in this list vary based on your **Authentication** setting.)
    - Disabled: Turns data encryption off.
    - WEP: Turns on the wired equivalent privacy encryption method.
    - **TKIP:** Turns on the temporal key integrity protocol encryption method. (This method is often used to encrypt WPA and WPA-PSK connections.)
  - The key is automatically provided: Indicates whether you need to specify the Network key and Key index provided by your system administrator, or whether the network provides this information. The availability of these options varies based on your Authentication and Data Encryption settings.

背 Settings	i 🏹 📼 🔤	
Configure Network Authentication 🛛 🔞		
Authentication:	Shared 👻	
Data Encryption:	WEP 🔻	
The key is automatically provided		
Network key:		
Key index: 1 -		
General Network Key 802.1×		

- 8. Select the 802.1x tab, and then set the following if available (the settings vary based on your settings on the other tabs and on the supported features of your Wi-Fi SDIO card):
  - Use IEEE 802.1x network access control: Lets you set these parameters if required by the network.
  - EAP type: Specifies the extensible authentication protocol type.

者 Settin	gs	1	Yji 📼 🔤
Configure	Network Au	thentic	ation 🛛 👩
Use IEE	E 802.1× netv	work acce	ess control
EAP type:	PEAP		•
		Pr	operties
General Ne	twork Key 8	02.1×	

9. Press OK 🛞.

Did You	You can conserve battery power by removing the Wi-Fi card or turning off
Know?	a Wi-Fi connection when you are not planning to use it for an extended
	period.

#### Selecting a Wi-Fi Network

After you set up a Wi-Fi connection, it's easy to connect to that network. If you have access to multiple Wi-Fi networks, you can select which network you want to connect to.

- Wake up your smart device's screen (see "Waking Up the Screen and Turning It Off" on page 19), and then insert the Wi-Fi card into the expansion slot (see "Removing and Inserting Expansion Cards" on page 269).
- 2. Tap Wi-Fi 🛔 in the title bar.
- 3. Select the Settings link.

- 4. Select Network Cards
- 5. Highlight the network you want to connect to.

Tip:	Insert the Wi-Fi card into your smart device to automatically connect to the Wi-Fi network you connected to most recently if it is available.

Your smart device is already set up to connect to the Internet using a high-speed data connection on the Sprint network. To connect to the Internet, simply start Internet Explorer Mobile.

For special situations, such as connecting to your ISP (Internet service provider) or a remote access server (RAS), you can set up another connection. Before you begin, obtain the following information from your ISP or system administrator:

- ISP server phone number or access point.
- Username.
- Password.
- 1. Press Start 🔊 and select Settings.
- 2. Select the Connections tab, and then select Connections 🛃.
- 3. On the Tasks tab, select Manage existing connections.
- 4. Select the Modem tab.
- Highlight the connection you want to view or change, and then select Edit, or to create a new connection, select New.
- 6. Follow the onscreen instructions to edit or create the connection.

## Connecting to a VPN

If you want to use your smart device to access your corporate email account or other files on your corporate server, you may need to set up a VPN (virtual private network). A VPN enables you to log in to your corporate server through the company's firewall (security layer).

You need to set up a VPN to access a corporate server in either of the following two situations:

- Your company's wireless local area network (LAN) is outside the firewall.
- Your company's wireless LAN is inside the firewall, but you are accessing the network from outside the firewall (for example, from a public location or at home).

Check with your company's system administrator to see if a VPN is required for accessing the corporate network. If you need a VPN, you must purchase and install a third-party VPN client to use this feature.

Did You	A common cause of sync problems is the presence of protective software,
Know?	such as VPNs or firewalls, on your computer or network. See "ActiveSync
	Does Not Respond to Sync Attempt" on page 334.

Before you begin setting up a VPN, ask your system administrator for the following information:

- Your username and password.
- Your server's domain name.
- Your server's TCP/IP settings.
- Your server's host name or IP address.

- Install your third-party VPN client (see "Installing Applications" on page 257).
- 2. Press Start and select Settings.
- 3. Select the Connections tab, and then select Connections
- 4. On the Tasks tab, select Add a new VPN server connection.
- **5.** Follow the onscreen instructions for entering the settings provided by your corporate system administrator.

Tij	p:	To manually start a data connection on the Sprint network or another network, go to <b>Connections Settings</b> . On the <b>Tasks</b> tab, select <b>Manage</b> <b>existing connections</b> . Tap and hold the connection you want to start, and then select <b>Connect</b> from the shortcut menu.
		VPN servers may require that you install specific VPN software (sold separately) on your device. Go to <u>www.palm.com/us/support/</u> <u>treo700wxsprint</u> for more information.

#### Setting Up a Proxy Server

- **1.** Press **Start** and select **Settings**.
- 2. Select the Connections tab, and then select Connections
- 3. On the Tasks tab, select Set up my proxy server.
- 4. Check both the boxes near the top of the screen.
- 5. Select Proxy server and enter the proxy server name.

Tip: To change settings such as the port number, proxy server type, or credentials, select Advanced.

#### 6. Press OK 🛞.

Note: Setting a proxy server may prevent you from accessing some Sprint PCS Vision Web pages.

#### Ending a Data Connection

If your service plan includes minutes-of-use fees for data connections, you can reduce costs by ending the data connection when you're finished browsing the Web.

- 1. Use the stylus to tap the data arrows to the title bar.
- 2. Select Disconnect from the shortcut menu.

## **Purchasing Accessories for Your Device**

These and other accessories are available from your local Sprint Store or at <u>www.palm.com</u>. For more information, you can also call the Sprint PCS Accessory Hotline at 800-974-2221 or visit <u>www.sprint.com</u>. Next-day delivery is available in select areas.

#### Vehicle Power Charger

Charges your device in your vehicle using the car lighter socket.

#### Replacement Battery

Serves as a backup battery if your primary battery becomes drained, is charging, or has reached the end of its useful life.

#### • USB Sync Cable

Provides an extra cable (your device comes with one USB sync cable).

#### USB Docking Cradle

Provides a convenient and elegant desktop solution for synchronizing information, charging your device with any USB-enabled PC computer, and charging a second battery.

#### Extra AC Charger

Provides an extra 100 - 240 volt AC charger for your device.

#### International Travel Adapters

Provides snap-on adapters for continental Europe, the United Kingdom, and Australia. For use with the Extra AC Charger only.

#### Leather Side Case With Belt Clip

Clips to your belt or bag for quick access and protection for your device.

#### Stylus

Provides a replacement or spare stylus for your device.

## Resources



## Section 7A

## Help

#### In This Section

- Transferring Information From Another Device
- Trouble Installing the Desktop Software?
- Resetting Your Smart Device
- Performance
- Screen
- Network Connection
- Synchronization (ActiveSync<sup>®</sup> Software)
- Email
- Web
- Camera
- Third-Party Applications
- Making Room on Your Smart Device
- Voice Quality

## **Transferring Information From Another Device**

For information on transferring your information from a previous Windows Mobile<sup>\*</sup> device or from a Palm OS<sup>\*</sup> device to your new Treo700wx smart device, visit <u>www.palm.com/us/support/treo700wxsprint</u>.

Did You	You can purchase a third-party application that lets you run Palm OS <sup>*</sup>
Know?	applications on your Treo device.

If you have questions about Windows Mobile, you can also go to the Microsoft Windows Mobile Web site (<u>http://www.windowsmobile.com</u>).Search for Palm devices or Pocket PCs for information.

Important:	To prevent your smart device from malfunctioning, do not use a backup utility to transfer your information from another device to your new
	smart device. In addition, do not use a backup utility to back up and
	restore your information if you update your device's operating system.

## Trouble Installing the Desktop Software?

The Getting Started CD installs the software and drivers that let you synchronize with Microsoft<sup>\*</sup> Office Outlook<sup>\*</sup> for Windows. You can also use the CD to install the Outlook software if it is not already on your device. You should install and open Outlook before you install or use ActiveSync.

If you want to synchronize with a different personal information manager (PIM), you must install a third-party solution. Contact the PIM's author or vendor to learn if software is available for your Treo device.

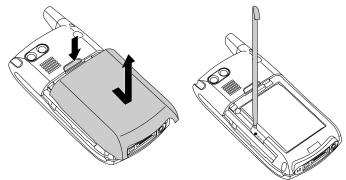
- **1.** Shut down your computer, and then turn it on again.
- 2. On your computer, click Start > Control Panel > Add or Remove Programs.
- 3. Remove ActiveSync if it is on your computer.
- 4. Quit any active applications, including virus scanners and Internet security applications.
- Make sure you're installing the version of the software that came with your smart device on the Getting Started CD. (Other versions may not work with this smart device.)
- **6.** Make sure your computer profile includes administrator rights to install software. (In large organizations, these are usually granted by the system administrator.)

## **Resetting Your Smart Device**

#### Performing a Soft Reset

A soft reset is similar to restarting a computer. If your smart device is not responding or you have trouble synchronizing with your computer, a soft reset may help.

- 1. Use one hand to press the **Battery Door Release** and use the other hand to slide the battery door downward to remove it from your smart device.
- 2. Use the stylus tip to gently press the reset button on the back of your smart device.



**3.** Wait for the progress bar on the **Treo logo** screen to fill before continuing to use your smart device. (If the phone or Bluetooth signals were on before a reset, these signals automatically turn on after the reset.)

Tip:	You can also do a soft reset by unplugging your device from a power source (if connected) and then removing the battery and reinserting it.

#### **Performing a Hard Reset**

A hard reset erases all personal information, such as appointments, contacts, and tasks, as well as programs you have added, such as third-party software on your smart device. Never do a hard reset without first trying a soft reset. You can restore previously synchronized information the next time you sync.

Review the following important information before performing a hard reset:

- Synchronize to restore your Outlook data, such as Outlook email, Calendar, Contacts, Notes, and Tasks. You can use a backup and restore solution (make sure it's an application that's approved by Palm) to restore configurations and preferences such as speed-dials, SMS entries, call log information, and personal settings.
- Some third-party applications do not create a backup on your computer when you synchronize. If you do a hard reset, you may lose information in these applications and you need to reinstall the application on your device after the hard reset. Please contact the developer to find out if your information is backed up during synchronization.
- When you synchronize after a hard reset, the source folder in **My Documents** changes from **Treo My Documents** to **WM\_your name**.
- Your device might not re-establish a Sprint PCS Vision session after a hard reset. To manually establish a new Sprint PCS Vision session, open the Web browser to access a Web site.

A hard reset can tell you whether a problem stems from your smart device or from an application installed on it. If you do not experience the problem after you perform a hard reset, the problem may be related to software you installed. See "Third-Party Applications" on page 350 for suggestions on diagnosing third-party software issues.

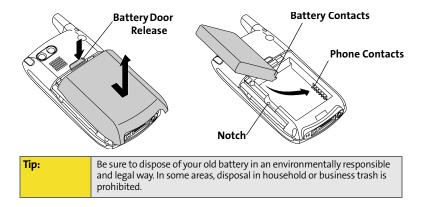
- 1. Use one hand to press the **Battery Door Release** and use the other hand to slide the battery door downward to remove it from your smart device.
- 2. If the screen is off, press Power/End 😰 to wake up the screen.
- **3.** While pressing and holding **Power/End** (1), use the tip of the stylus to gently press and hold the reset button on the back of your smart device.
- **4.** Continue pressing and holding both buttons until the "Erase all data?" prompt appears.
- **5.** Press **Up**  $\blacktriangle$  to confirm the hard reset.
- 6. Wait for the progress bar on the **Treo logo** screen to fill before continuing to use your smart device.
- 7. (Optional) Sync your smart device with your computer to restore your previously synchronized information. (Connect your smart device to your computer, press Menu (right softkey), and then select Programs > ActiveSync > Sync. If you use a backup utility, you may also need to restore a backup to recover additional information and settings.)

#### **Replacing the Battery**

Your smart device comes with a replaceable battery. Be sure to use a replacement battery from Palm that is compatible with theTreo700wx smart device.

Did You	Your device stores all your information even when you remove the
Know?	battery.

- **1.** Press **Power/End 1** to turn off the screen.
- Use one hand to press the Battery Door Release and use the other hand to slide the battery door downward to remove it from your smart device.
- **3.** Place a finger in the notch between the stylus and the battery and lift the battery up at a 45-degree angle.
- 4. Align the battery contacts with the phone contacts inside the battery compartment.
- Insert the battery into the compartment at a 45-degree angle, pressing it into place. (Slide the battery door onto the back of the smart device until it clicks into place.)
- 6. Wait for the screen to turn on, and then enable the network time or set the date and time when prompted.



#### The Applications Are Running Slower Than Usual

Tip:	Be sure that third-party applications are compatible with Windows Mobile version 5.2 or later. Applications written for earlier versions can
	have performance problems. If you can try a free version of the software before purchasing it, you can test it first to make sure it works properly.

- 1. Press Start 🔊 and select Settings.
- 2. Select System, and then select Memory 🐃.
- 3. Select Running Programs.
- 4. Select Stop All to close all your open applications.
- 5. Press OK 🛞.

If the previous steps don't fix the problem, try doing a soft reset (see "Performing a Soft Reset" on page 320). If the problem persists, follow these steps to turn off the **Voice Command** setting, if it is enabled:

- **1.** Press **Start and select Settings**.
- 2. Select the Personal tab, and then select Voice Command 🤔.
- 3. Uncheck the Enabled box.
- 4. Press OK 🖲.

Tip:

Make sure that third-party applications support 240x240 screen resolution. Some older applications have screen-size limits.

#### The Screen Appears Blank

- When the time period specified in Backlight Settings expires, the screen dims; one minute later, the screen automatically turns off. (Press any key except Power/End to wake up the screen. Pressing Power/End hangs up the call.)
- **2.** Look closely at the screen. If you can see a dim image, try adjusting the screen brightness (see "Adjusting the Brightness" on page 281).
- **3.** If that doesn't work, perform a soft reset (see "Performing a Soft Reset" on page 320).
- **4.** If that doesn't work, connect your smart device to the AC charger (see "Charging the Battery" on page 13) and perform a soft reset again.
- 5. If that doesn't work, perform a hard reset (see "Performing a Hard Reset" on page 321).

#### The Screen Doesn't Respond Accurately to Taps or Activates Wrong Features

- **1.** Make sure there is no debris trapped under the edges of the screen.
- 2. Press Start 🔊 and select Settings.
- 3. Select the System tab, and then select Screen 🥻.
- 4. On the General tab, select Align Screen.
- 5. Follow the onscreen instructions to align the screen.
- 6. Press OK 🛞.

Тір:	To find carrying cases that protect the screen, and other useful accessories, visit <b>www.palm.com</b>

## **Network Connection**

#### **Signal Strength Is Weak**

- **1.** If you're standing, move about 10 feet in any direction.
- 2. If you're in a building, move near a window. Open any metal blinds.
- 3. If you're in a building, move outdoors or to a more open area.
- 4. If you're outdoors, move away from large buildings, trees, or electrical wires.
- 5. If you're in a vehicle, move your smart device so that it's level with a window.

Tip:Become familiar with low coverage areas where you live, commute, work,<br/>and play, so you know when to expect signal strength issues.

#### My Smart Device Won't Connect to the Wireless Network

- **1.** Try the preceding suggestions for weak signals.
- 2. Turn off your device and turn it on again (see "Turning Your Phone On and Off" on page 18).
- 3. Perform a soft reset (see "Performing a Soft Reset" on page 320).
- 4. Depending on where you are on a network and certain coverage conditions, you might experience interruptions with your phone operation while using a Wi-Fi card. (Palm recommends that you turn off the phone radio when using any Wi-Fi card or remove the Wi-Fi card when not in use to ensure that you can always make and receive phone calls. For EMERGENCY calls, always remove the card from your smart device to ensure optimal connectivity.)

#### My Smart Device Seems to Turn Off by Itself

If a system error and reset occur, the phone automatically turns on if it was on before the reset. However, if your smart device can't determine if your phone was on before the reset, it does not automatically turn on the phone (see "Turning Your Phone On and Off" on page 18).

#### I Can't Tell If Data Services Are Available

Key Term:	<b>1xRTT</b> (Single carrier [1x] radio transmission technology): A wireless technology that can provide fast data transfer and Internet access with average speeds of 60-80Kbps and bursts up to 144Kbps.
-----------	--

Key Term:	<b>EVDO</b> (Evolution Data Optimized): A wireless broadband technology that is designed for very high-speed data transfer with average download speeds of 400-600Kbps, capable of reaching speeds up to 1.8Mbps, and
	upload speeds up to 156Kbps.

The following icons appear in the title bar to indicate whether data services are available:

EU <sub>or</sub> IX	The Sprint Mobile Broadband (EVDO) or Sprint PCS Vision (1xRTT) network is within range. You can make or receive calls or open a data connection.
ev 1× or ***	Your phone is connected to the Sprint Mobile Broadband or Sprint PCS Vision network, but you are not actively transmitting data. You can still make or receive calls.

Help

ev ix	Your phone is on and a Sprint Mobile Broadband or Sprint PCS Vision data connection is active. If a mobile broadband data connection is active, you can still make or receive calls. When you make or receive a call, the data transmission is automatically interrupted. If a Sprint PCS Vision data connection is active, you can still make calls, but you cannot receive calls (incoming calls go to voicemail). When you make a call the data transmission is automatically interrupted.
##	Your smart device is connected to a computer or network which is providing a data connection.
+ <sup>‡</sup> x	A data connection is not available or the phone is turned off (the wireless connection is off).

#### My Smart Device Won't Connect to the Internet

Your smart device supports Sprint PCS Vision (1xRTT) or Sprint Mobile Broadband (EVDO) wireless data networks. To connect to the Internet, you must subscribe to data services with Sprint.

- Contact Sprint to verify that your subscription plan includes data services and that these services have been correctly activated. Sprint should also be able to tell you if there are any outages in your location.
- Press and hold **Power/End** (1) to turn off your phone. Then press and hold the same button to turn it back on again.
- Perform a soft reset (see "Performing a Soft Reset" on page 320).
- Confirm that data services are correctly configured on your smart device:

- **1.** Press **Start** and select **Settings**.
- 2. Select the Connections tab, and then select Connections
- 3. On the Tasks tab, select Manage existing connections.
- If Sprint PCS appears in the list, press OK 

   If not, contact Sprint for assistance.

#### I Can't Send or Receive Text Messages

- Make sure your phone is on (see "Turning Your Phone On and Off" on page 18).
- Contact Sprint to verify that your plan includes messaging services, that these services have been correctly activated, and that they are available at your location (Sprint should be able to tell you if messaging services have been experiencing transmission delays).
- If possible, contact the recipient of the message, and make sure the receiving device can handle the type of message you're sending.
- If a text message arrives but does not display a notification, perform a soft reset (see "Performing a Soft Reset" on page 320).

#### I Can't Make or Receive Calls Using a Hands-Free Device With Bluetooth<sup>®</sup> Wireless Technology

Verify all of the following:

- The Turn on Bluetooth box is checked in Bluetooth Settings.
- Your Bluetooth device is charged and turned on.
- Your smart device is within range of the hands-free device. Bluetooth range is up to 30 feet in optimum environmental conditions, which include the

absence of the following: obstacles, radio interference from nearby electronic equipment, and other factors.

- The **Bluetooth Settings** screen is closed.
- You are away from other devices using the 2.4 GHz radio frequency, such as cordless phones, microwaves, and Wi-Fi<sup>\*</sup> equipment. If this is impossible, move the phone closer to the hands-free device.
- The device specifications are compatible with your device.

#### I Lost the Connection Between My Smart Device and My Bluetooth Headset

- 1. Press Start (1), and then select Settings.
- 2. Select the Connections tab, and then select Bluetooth.
- 3. Select the Devices tab.
- 4. Select your headset name from the list.
- 5. In Partnership Settings, make sure the Hands Free option box is checked.
- 6. Select Save.
- 7. Highlight the headset name.
- 9. Test your headset by making or receiving a call.

If the headset still doesn't work, delete the existing partnership and create a new one. To delete the partnership:

- 1. Press Start (1), and then select Settings.
- 2. Select the Connections tab, and then select Bluetooth.
- 3. Select the Devices tab.
- **4.** Highlight the headset device name.
- **6.** Create a new partnership (see "Setting Up a Bluetooth Connection" on page 161).

Did You	You can go to the Windows Web site for more information at
Know?	www.windowsmobile.com.

## Synchronization (ActiveSync<sup>®</sup> Software)

Synchronization lets you back up the information on your smart device onto your computer. If you ever need to perform a hard reset or otherwise erase all your information on your smart device, you can synchronize your smart device with your computer to restore the information. To make sure you always have an up-to-date backup of your information, synchronize frequently.

Before you attempt to synchronize, make sure you've installed the desktop synchronization software from the Getting Started CD.

#### ActiveSync Does Not Respond to Sync Attempt

As you complete the following steps, synchronize after each step. If the synchronization is successful, you do not need to complete the remaining steps.

- Verify that the USB sync cable is securely connected at all points (see "Connecting Your Treo Device to Your Computer (USB)" on page 33).
- Look for the ActiveSync icon t→ at the top of your smart device's screen and the ActiveSync icon e in the taskbar on your computer to make sure the ActiveSync software is running on your computer.
- 3. Double-click the ActiveSync icon 🕢 in your taskbar. (From the File menu, select Connection Settings. Make sure the Allow USB connections box is checked, and then click Connect.)
- 4. Perform a soft reset (see "Performing a Soft Reset" on page 320).
- 5. Restart your computer and make sure ActiveSync is running.

- 6. If problems persist and you're synchronizing through a USB hub, try connecting the sync cable to a different USB port or directly to your computer's built-in USB port.
- If you're already synchronizing through a built-in USB port on the front of your computer, move the sync cable to a USB port on the back of your computer (if your computer has USB ports in both places).
- 8. Uninstall the desktop software that came with your smart device, and then insert the Getting Started CD that came with your smart device and repeat the installation process.
- **9.** Switch to the USB serial synchronization method. Some firewall software will not allow the default USB synchronization model (RNDIS) to operate properly. If this is the case, then switching to a USB serial synchronization method will allow ActiveSync to work properly.
  - Press Start and select Programs.
  - Select UsbSwitch 1.
  - Press **OK** local to dismiss the confirmation message.
- **10.** Verify with your computer hardware vendor that your operating system supports your internal USB controller.

Did You	A common cause of sync problems is the presence of protective software,
Know?	such as VPNs or firewalls, on your computer or network. See "ActiveSync Does Not Respond to Sync Attempt" on page 334.

Help

Тір	If you are synchronizing to an Exchange Server and you're unable to change your lock settings, check with your system administrator to find
	out if a systemwide locking policy is in place.

#### Synchronization Finishes But Information Doesn't Appear Where It Should

- With the included software, your smart device can synchronize with the root folders of Contacts, Calendar, Tasks, and Notes. If you want to synchronize with a global Exchange Address Book, you must copy the addresses to your local Contacts list in Microsoft Office Outlook. Right-click the addresses and select Add to Personal Address Book.
- Microsoft Office Outlook subfolders and public folders are not accessible with the included software. You may want to use a third-party solution instead.
- If you're trying to sync offline, be sure to set your Microsoft Office Outlook Calendar, Contacts, Notes, and Tasks to be available offline.
- If you're still having problems, try the following:
- 1. Make sure you're synchronizing with the intended desktop personal information manager (PIM). The Getting Started CD lets you synchronize with Microsoft Office Outlook for Windows. If you use a different PIM, you need to install third-party software to synchronize. Consult the company that makes the PIM for more information.
- **2.** Open ActiveSync on your computer, and make sure the necessary synchronization settings are set to synchronize the files.
- **3.** Uninstall the ActiveSync software, reboot your computer, and then insert the Getting Started CD that came with your smart device and repeat the installation process.

#### Synchronization Starts But Doesn't Finish

- Make sure that you installed the desktop software that came with your smart device. If you're not sure whether this software is installed, reinstall it.
- 2. If you're trying to sync offline, be sure to set your Microsoft Office Outlook Calendar, Contacts, Notes, and Tasks to be available offline.

#### My Media Files Won't Sync

- 1. Make sure you have Windows Media Player 10 installed on your computer.
- Reinstall your synchronization software from the Getting Started CD that came with your smart device. Media file synchronization fails if you installed the synchronization software before you installed Windows Media Player 10.

#### My Appointments Show Up in the Wrong Time Slot After I Sync

- 1. Make sure that you installed the desktop software that came with your smart device. If you're not sure whether this software is installed, reinstall it.
- 2. Open Microsoft Office Outlook and correct the wrong entries.
- 3. Manually enter any information you've added to your smart device since the last time you synchronized.
- 4. Synchronize your phone and your computer.

5. Disable local network time. By default your smart device synchronizes the date, time, and time zone with Sprint network whenever your phone is on and you are inside a coverage area. You can disable this option in Clock & Alarms Settings by selecting More, and then unchecking the Enable local network time box. See "Setting the Date and Time" on page 295 for more information.

You should now be able to assign time zones to your events without encountering this problem.

#### My Scheduled Sync Doesn't Work

By default, a scheduled sync does not work while you are roaming. This is to prevent roaming charges on your account. If roaming charges are not a concern, follow these steps to continue your sync schedule while roaming:

- 1. Press Start 🔊 and select Programs.
- 2. Select ActiveSync 🔞.
- 4. Check the Use above setting when roaming box.
- 5. Press OK 🛞.

#### An Alert Tells Me That ActiveSync Encountered a Problem on the Server

There is a temporary problem with the server or the server may be temporarily overloaded. Try again later, and if the problem persists, contact your system administrator.

#### An Alert Tells Me That There Is Not Enough Free Memory to Sync My Information

ActiveSync ran out of storage space. Try the following:

- **1.** Go to **Memory Settings** and close all running programs (see "Closing Applications" on page 52 for details).
- 2. If the problem persists, see "Making Room on Your Smart Device" on page 352 for suggestions of other ways to free up space on your device.

#### An Alert Tells Me That the Server Could Not Be Reached

Your device had to wait too long to connect to Exchange Server. The connection may have been lost, the server may be temporarily overloaded, or the server may have encountered an internal error. Check your Exchange Server name and proxy server settings (see "Synchronizing With Exchange Server" on page 262), and try again later.

# An Alert Tells Me That ActiveSync Encountered a Problem With [Item Type] [Item Name]

There is an error synchronizing a single item. This error can usually be corrected only by removing the item that caused the error. If you sync again to see if the error persists, be aware that items causing this type of error are skipped and do not show up again.

#### An Alert Tells Me That My Account Information Could Not Be Detected

When you set up the Exchange Server sync options, the credentials page was left blank. Correct the credentials (see "Synchronizing With Exchange Server" on page 262), or set up your device to sync only with a computer, and try to sync again.

#### An Alert Tells Me the Device Timed Out While Waiting for Credentials

The Exchange Server credentials screen was left open too long. Re-enter the Exchange Server credentials, and try to sync again.

#### My Today Screen Settings Are Not Restored After a Hard Reset

Settings such as the background image and plug-in choices are not backed up during synchronization, so they can't be restored after a hard reset. If you use a backup utility, you may be able to restore a backup to recover your **Today** screen settings and other additional information.

#### I Can't Synchronize Using a Bluetooth Connection

Before you begin, make sure your computer is equipped with Bluetooth<sup>\*</sup> wireless technology, either built-in or through a Bluetooth card. Make sure that the PC's Bluetooth setting is discoverable.

- On your PC, right-click on the gray ActiveSync icon in the Windows system tray, and select Connection Settings.
- 2. Check Allow connections to one of the following, and then select Bluetooth.
- 3. On your smart device, go to your Today screen, and then tap Bluetooth 🚯.
- **4.** Check the **Turn on Bluetooth** box to turn on your smart device's Bluetooth feature.
- 5. Press OK 🛞.
- 6. Press Start 🔊 and select Programs.
- 7. Select ActiveSync 🐵.
- 8. Press Menu c (right softkey) and select Connect via Bluetooth.

- **9.** If this is the first time you're making a Bluetooth connection to this computer, follow the onscreen prompts to set up a Bluetooth partnership with this computer.
- 10. Select Sync.
- **11.** When synchronization has finished, press **Menu** (right softkey) and select **Disconnect Bluetooth**.

# **Note:** The following troubleshooting tips apply to the Outlook application only. If you are using GoodLink<sup>\*</sup> as your email application, refer to the documentation included with that application for troubleshooting tips.

#### I Have Problems Using My Account

Occasionally you may experience problems using an email account after you set it up. If you followed the account setup procedure and are experiencing problems using the account, verify that the account complies with your email provider's requirements by following these steps:

- Verify both your password and your username for your email account.
- Some wireless service providers require you to be on their network to use your email account. If this is the case, be sure to use your provider's network as the connection type for the account.
- Some wireless service providers have other requirements specific to their service. For example, Yahoo! requires you to set up POP mail forwarding for your Yahoo! account to download email messages to your smart device. Check with your service provider to see if any provider-specific requirements exist.
- Service provider settings frequently change. If your email account was working but you are currently experiencing problems, check with your service provider to see if any of the account settings have changed.

#### I Have Problems Sending and Receiving Email

Short periods of time when email is unavailable are common due to server problems or poor wireless coverage. If you have problems sending or receiving mail for an extended period of time, check with your ISP or email service provider to verify that the service is working properly, and check with Sprint Customer Service for outage information in your area.

#### Auto Sync Is Not Working

If Auto Sync is occurring and you turn your device off or the connection to your email service provider is disconnected, the Auto Sync fails.

- Check the synchronization schedule to make sure that Auto Sync is set to occur at the expected day and time (see "Setting the Synchronization Schedule" on page 265 for details).
- Press Start (1), select Programs, and then select ActiveSync (1).

#### I Have Problems Sending Email

If you are able to receive email messages but cannot send them, try these steps, in turn:

- Make sure your ISP or email provider allows you to access email on a smart device. Some providers do not offer this option at all; other providers require an upgrade to access email on a smart device.
- Turn on ESMTP. Many services require authenticated access, or ESMTP, to use their SMTP servers.

- Press Start 🖅, select Programs, and then select ActiveSync 📵.
- Enter the name of a different outgoing mail server for sending mail. Many ISPs, such as cable companies, require that you have an Internet connection to their network to send email through their servers. In this case, you can almost always receive email from these accounts, but if you want to send email, you must send it through another server.

## I Have Problems Synchronizing Messages on My Smart Device With Messages on My Computer

Make sure you have chosen the same settings for the account on both your smart device and your computer. For example, if the account is set up on your smart device to use the POP protocol, check the **ActiveSync** settings on your computer to make sure that POP is selected as the protocol for that account.

#### My vCard or vCal Email Attachment Isn't Forwarding Correctly

Microsoft Office Outlook provides several features that work with email client software on a Windows computer. For these features to work correctly, the email client software must be properly set up. Follow these steps to check the settings:

- 1. Click Start on your computer, and then select Settings.
- 2. Select Control Panel.
- 3. Select Internet Options, and then click the Programs tab.
- 4. Make sure that the email field is set to the correct email client software.
- 5. Click OK.

**6.** Start the email client software and make sure it is configured as the default MAPI client. (Consult the documentation for your desktop email application for more information.)

# When I Sync With My Exchange Server My Information Is Not Downloading to My Smart Device

Check with your system administrator to obtain the name of the mail server that offers you wireless access to the corporate mail system. If you cannot obtain the name of this server (some companies do not give it out, because they do not want wireless access to their servers), you cannot use ActiveSync to synchronize with the Exchange Server. You can also check the following setting:

- 1. Press Start 🔊 and select Programs.
- 2. Select ActiveSync 🔂.
- 4. Make sure the SSL box is checked.

#### I Can't Access a Page

First, make sure you have Internet access: Open Internet Explorer Mobile and try to view a Web page you've loaded before. To ensure that you're viewing the page directly from the Internet, press **Menu** (right softkey) and select **Refresh**. After confirming your Internet connection, try to view the page in question again. If it comes up blank, press **Menu** (right softkey) and select **Refresh**.

If you're still having trouble, the page may contain elements that are not supported by Internet Explorer Mobile, such as Flash, Shockwave, VBScript, WML script, and other plug-ins.

Some Web sites use a redirector to their true home page (for example, if you enter the address <u>http://www.palm.com/support</u> it may resolve to <u>http://</u><u>www.palm.com/us/support</u>). If Internet Explorer Mobile can't follow the redirect, try using a desktop browser to see the landing page of the redirector, and enter that address in Internet Explorer Mobile.

#### An Image or Map Is Too Small on My Smart Device Screen

Internet Explorer Mobile has several viewing modes: **One Column, Default**, **Desktop**, and **Full Screen**. Switch to **Desktop** to see the full-size image (see "Viewing a Web Page" on page 150).

#### A Secure Site Refuses to Permit a Transaction

Some Web sites don't support certain browsers for transactions. Please contact the site's Webmaster to make sure the site allows transactions using Internet Explorer Mobile.

Тір:	Your smart device can open your email application when you select an email address on a Web page. If nothing happens when you select the link, try setting up your email application first.
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### Camera

If your smart device does not have a built-in camera, the information in this section about taking pictures does not apply to you.

Here are some tips for taking good pictures with the built-in camera:

- Clean the camera's lens with a soft, lint-free cloth.
- Take pictures in bright lighting conditions. Low-light images may be grainy, due to the sensitivity of the camera.
- Hold the camera as still as possible. Try supporting your picture-taking arm against your body or a stationary object, such as a wall.
- Keep the subject of the pictures still. Exposure time is longer with lower light levels, so you may see a blur.
- For best results, verify that you have the brightest light source coming from behind you, lighting the subject's face. Avoid taking indoor pictures with the subject in front of a window or light.
- Make sure the subject is at least 18 inches away from the camera to ensure good focus.

Remember that when you synchronize, your Camera images are stored in the C:\Documents and Settings\<Username>\My Documents\Treo My Documents folder on your hard drive (see "Viewing Pictures and Videos on Your Computer" on page 187).

#### The Camera Preview Image Looks Strange

Some third-party applications overwrite your smart device's color settings with their own 8-bit color settings. This can affect the **Camera Preview Mode**. Delete third-party applications one by one until the preview image improves.

Did You Know?	Pictures are 16-bit color. Resolution settings range from 1280 x 1024 to 160 x 120 pixels (1.3 megapixels to VGA). Video resolution settings range from 352 x 288 to 176 x 144 pixels. You can change the resolution setting by pressing <b>Menu</b> (right softkey) and selecting <b>Resolution</b> (still images) or <b>Quality</b> (video).
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# **Third-Party Applications**

Sometimes, third-party applications can cause conflicts on your smart device. Third-party applications that modify wireless features may affect your device's performance and may require extra troubleshooting. Use caution when installing the following types of applications:

- Ringtone managers.
- Caller ID applications.
- Instant messaging.
- Applications that modify when your phone or data connections turn on or off and how your phone behaves.

Tip:	Remember that not all third-party applications were written with the
	Treo device keyboard and 5-way navigator in mind. You may encounter
	strange behavior or errors in these applications if you use the keyboard
	and <b>5-way navigator</b> .

If you recently installed an application and your smart device seems to be stuck, try the following:

- 1. Perform a soft reset (see "Performing a Soft Reset" on page 320).
- **2.** Make sure the third-party application is compatible with the Windows Mobile version 5.2 operating system on your device.
- **3.** Delete the most recently installed application from your smart device (see "Removing Applications" on page 261).
- **4.** If the problem persists, perform another soft reset.

- 5. If possible, synchronize or use a backup utility to back up your most recent information.
- 6. Perform a hard reset (see "Performing a Hard Reset" on page 321).
- 7. Synchronize or restore your backup to restore the information in your builtin applications.
- 8. If the problem is resolved, begin reinstalling your third-party applications one at a time.
- **9.** If the problem recurs, delete the last application you installed and report the problem to its developer.

#### **Getting More Help**

Contact the author or vendor of any third-party software if you require further assistance. Sprint does not provide technical support for applications that are not built into your Treo700wx smart device.

# Making Room on Your Smart Device

If you store a large number of records, or install many third-party applications, the internal memory on your smart device may fill up. Here are some common ways to clear space on your smart device:

- **Camera:** Large images take up a lot of memory. Move images to an expansion card or delete images from your smart device (see "Viewing Pictures and Videos on Your Computer" on page 187).
- **Messaging:** Email attachments can consume excessive memory. Move attachments to an expansion card, or delete large files from your smart device (see "Managing Your Messages" on page 131). You may also want to empty the deleted items folder.
- Internet: If you save links to pages you've visited in Internet Explorer Mobile, you may want to clear all recent pages (see "Customizing Your Internet Explorer Mobile Settings" on page 157).
- **Third-party applications:** You can delete infrequently used applications or move them to an expansion card (see "Copying or Moving Applications and Files Between Your Smart Device and an Expansion Card" on page 272).

Also, remember that your smart device includes an expansion card slot, and that you can store applications and information on expansion cards. However, you still need free memory on the smart device itself to run applications from an expansion card.

# **Voice Quality**

#### Is the Other Person Hearing an Echo?

- Try decreasing the volume on your smart device to avoid coupling or feedback on the other person's end. This applies to both the speakerphone and to the handset earpiece.
- Position the smart device closer to your ear to prevent sound leaking back to the microphone. Keep your hand away from the microphone hole, which is on the lower-right side of your smart device.
- If you're using Speakerphone mode with your smart device lying on a flat surface, try turning the smart device face-down (screen facing the surface).

#### Are You Hearing Your Own Voice Echo?

Ask the other person to turn down their volume or to hold the device closer to their ear.

#### Is Your Voice Too Quiet on the Other End?

Be sure to hold the bottom of the smart device, or the hands-free microphone, close to your mouth.

Check the signal strength indicator. If the signal is weak, try to find an area with better coverage.

# Section 7B

# Glossary

**1xEV-DO (Evolution Data Optimized):** A wireless broadband technology (also known as EVDO) that is designed for very high-speed data transfer with average download speeds of 400 to 700Kbps and that is capable of reaching speeds up to a theoretical maximum of 2.4Mb/s, and upload speeds up to 156Kb/s. The Sprint Mobile Broadband Network uses 1xEV-DO technology.

**1xRTT:** A standard of wireless Internet connectivity that allows for persistent data connections as long as you are actively using your data connection. The average data transmission rate is about 70Kb/s, although theoretical limits are 153.6Kb/s. With Sprint PCS Vision plans, you pay a monthly rate for unlimited data transfer and you don't pay for connection time.

ActiveSync<sup>\*</sup>: The technology that exchanges and updates the information on your smart device with the information on your computer.

Alt (alternative) (a): A keyboard key. Press Alt (a): and then press a letter on the keyboard to access variations such as international characters and symbols.

**Auto-off interval:** The time of inactivity that passes before the screen on your Treo700wx smart device turns off. The wireless features on your smart device are unaffected by this setting. **Beam:** The process of sending or receiving an entry or application using the infrared port on your Treo700wx smart device.

**Bluetooth**<sup>\*</sup> **wireless technology:** Technology that enables devices such as smart devices, wireless phones, and computers to connect wirelessly to each other so that they can exchange information over short distances.

**Desktop software:** A PIM application for computers, such as Microsoft Outlook, that helps you manage your personal information and keep your personal information synchronized with your smart device.

**Dial-up networking:** Wireless technology that enables you to convert your device into a wireless modem so that you can access the Internet from your computer.

**Direct Push Technology:** A two-way wireless delivery method used between Microsoft Exchange 2003 with SP2 (Service Pack 2) servers and a smart device with Windows Mobile<sup>\*</sup> 5.2 with MSFP (Messaging and Security Feature Pack). Direct Push Technology enables features such as Tasks Over The Air (OTA), and IP-based push updating of Outlook information (Email, Calendar, Contacts, and Tasks).

**Global Address List (GAL):** An online address book for Microsoft Exchange Server 2003 upgraded to Service Pack 2. The GAL contains names, email addresses, and other information, and is created and maintained by your Exchange Server administrator.

**GoodLink** Applications software: An optional secure wireless messaging application allowing push synchronization with your Microsoft Outlook server.

**Infrared (IR):** A way of transmitting information using light waves. The IR port on your Treo700wx smart device lets you transfer information between other IR devices within a short radius.

Lithium Ion (Li-Ion): The rechargeable battery technology used in the Treo smart devices.

**Mobile Broadband Network:** An advanced wireless data network using the fastest commercially available wireless network technology (EVDO) to deliver broadband-like transfer speeds for your data connections.

**My Mobile Devices:** The component on your Windows computer that enables you to install applications and other information on your smart device.

**Option**  $\bigcirc$ : The keyboard button that lets you access the alternative feature that appears above the letter on each key.

**Partnership:** Two Bluetooth devices — for example, your device and a hands-free device — that can connect because each device finds the same passkey on the other device. Once you form a partnership with a device, you don't need to enter a passkey to connect with that device. Partnership is known on some devices as *paired relationship, pairing, trusted device,* or *trusted pair.* 

**Phone as Modem:** The feature that enables your device (when connected to the Sprint PCS Vision network) to be used as a high-speed modem for your computer, using a wired (USB sync cable) connection.

**Phone Off:** When your phone is off, your device is not connected to any wireless network. You can still use the organizer and other features.

**Phone/Talk** (C): The button on your smart device that provides quick access to your **Today** screen.

**PIM (personal information manager):** A genre of software that includes applications such as Microsoft Outlook, Palm<sup>°</sup> Desktop software, Lotus Notes, and ACT! PIMs generally store contacts, schedules, tasks, and memos.

**SMS (Short Messaging Service):** The service that exchanges short text messages almost instantly between wireless devices. These messages can usually include up to 160 characters. Treo smart devices can send and receive text messages while you are on a voice call.

**Sprint PCS Vision:** The next generation of Mobile Internet access that enables you to check your email and browse the Web.

**SSID:** The name that identifies a Wi-Fi network. If a network does not broadcast its SSID, you must get the SSID from the system administrator in order to connect to the network.

Start 🕢 : The menu on your smart device from which you can open all applications.

**Username:** The name associated with your smart device that distinguishes it from other Windows Mobile devices. When you first synchronize your smart device, you are asked to give it a username.

**Wi-Fi access point:** A network device with an antenna that provides wireless connections to a larger network. Also called a hotspot.

Windows Mobile: The operating system of your Treo700wx smart device.

# **Safety and Specifications**



# Section 8A

# **Important Safety Information**

#### In This Section

- General Precautions
- Maintaining Safe Use of and Access to Your Device
- Using Your Phone With a Hearing Aid Device
- Caring for the Battery
- Radiofrequency (RF) Energy
- Static Electricity, ESD, and Your Device
- Owner's Record
- User's Guide Proprietary Notice

This guide contains important operational and safety information that will help you safely use your Treo<sup>™</sup> 700wx smart device. Failure to read and follow the information provided in this guide may result in serious bodily injury, death, or property damage.

# **General Precautions**

There are several simple guidelines for operating your device properly and maintaining safe, satisfactory service.

- Hold the device with the antenna over your shoulder.
- Try not to hold, bend, or twist the device's antenna.
- Don't use the device if the antenna is damaged.
- Speak directly into the microphone.
- Avoid exposing your device and accessories to rain or liquid spills. If your device does get wet, immediately turn the power off and remove the battery.
- Although your device is quite sturdy, it is a complex piece of equipment and can be broken. Avoid dropping, hitting, bending, or sitting on it.
- Any changes or modifications to your device not expressly approved in this document could void your warranty for this equipment and void your authority to operate this equipment.

**Note:** For the best care of your device, only Sprint authorized personnel should service your device and accessories. Failure to do so may be dangerous and may void your warranty.

# Maintaining Safe Use of and Access to Your Device

#### Do Not Rely on Your Device's Phone for Emergency Calls

Wireless phones such as the one on your Treo device operate using radio signals, which cannot guarantee connection in all conditions. Therefore you should never rely solely upon any wireless phone for essential communication (for example, medical emergencies). Emergency calls may not be possible on all cellular networks or when certain network services and/or phone features are in use. Check with your local service provider for details.

#### **Using Your Phone While Driving**

Talking on your phone while driving (or operating the phone without a handsfree device) is prohibited in some jurisdictions. Laws vary as to specific restrictions. Remember that safety always comes first.

 Tip:
 Purchase an optional hands-free accessory at your local Sprint Store, or call the Sprint PCS Accessory Hotline at 1-800-974-2221 or by entering #222 on your Treo700wx smart device.

#### **Following Safety Guidelines**

To operate your device safely and efficiently, always follow any special regulations in a given area. Turn your device's phone off in areas where use is forbidden or when it may cause interference or danger.

#### Using Your Device's Phone Near Other Electronic Devices

Most modern electronic equipment is shielded from radiofrequency (RF) signals. However, RF signals from wireless phones may affect inadequately shielded electronic equipment.

RF signals may affect improperly installed or inadequately shielded electronic operating systems and/or entertainment systems in motor vehicles. Check with the manufacturer or their representative to determine if these systems are adequately shielded from external RF signals. Also check with the manufacturer regarding any equipment that has been added to your vehicle.

Consult the manufacturer of any personal medical devices, such as pacemakers and hearing aids, to determine if they are adequately shielded from external RF signals.

**Note:** Always turn off the phone in health care facilities and request permission before using the phone near medical equipment.

#### Turning Off Your Phone Before Flying

Turn off your phone before boarding any aircraft. To prevent possible interference with aircraft systems, the U.S. Federal Aviation Administration (FAA) regulations require you to have permission from a crew member to use your phone while the plane is on the ground. To prevent any risk of interference, FCC regulations prohibit using your phone while the plane is in the air.

#### Turning Off Your Phone in Dangerous Areas

To avoid interfering with blasting operations, turn your phone off when in a blasting area or in other areas with signs indicating that two-way radios should be turned off. Construction crews often use remote-control RF devices to set off explosives.

Turn your phone off when you're in any area that has a potentially explosive atmosphere. Although it's rare, your phone and accessories could generate sparks. Sparks can cause an explosion or fire, resulting in bodily injury or even death. These areas are often, but not always, clearly marked. They include:

- Fueling areas such as gas stations.
- Below deck on boats.
- Fuel or chemical transfer or storage facilities.
- Areas where the air contains chemicals or particles such as grain, dust, or metal powders.
- Any other area where you would normally be advised to turn off your vehicle's engine.

**Note:** Never transport or store flammable gas, flammable liquid, or explosives in the compartment of your vehicle that contains your phone or accessories.

#### **Restricting Children's Access to Your Device**

Your Treo device is not a toy. Do not allow children to play with it; they could hurt themselves and others, damage the device and/or its phone, or make calls that increase your Sprint PCS invoice.

# Using Your Phone With a Hearing Aid Device

Your Treo<sup>™</sup> 700wx smart device is compliant with the FCC Hearing Aid Compatibility (HAC) requirements. For additional HAC information, including the HAC rating of this product, please go to <u>www.palm.com/treoHAC</u>.

Your device has been tested for hearing aid device compatibility. When some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate.

The wireless telephone industry has developed ratings for some of their wireless phones, to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that have been rated will have an "M3" or "M4" rating on the box. **Your Treo700wx smart device phone has an M3 rating**.

**Note:** Phones rated M3 or M4 meet FCC requirements and may generate less interference to hearing devices than phones that are not labeled. M4 is the better/higher of the two ratings.

The M3/M4 ratings do not guarantee successful interoperation between your phone and a hearing aid device. Results will vary depending on the level of immunity of your hearing device and degree of your hearing loss.

The more immune your hearing aid device is, the less likely you are to experience interference noise from your wireless phone. Hearing aid devices should have ratings similar to those of phones. Ask your hearing healthcare professional for the rating of your aids. Most new hearing aids have at least an M2 immunity level. Add the "M" ratings of your hearing aid and your phone to determine probable usability:

- Any combined rating equal to or greater than six offers best use.
- Any combined rating equal to five is considered normal use.
- Any combined rating equal to four is considered usable.

Thus, if you pair an M3 hearing aid with an M3 phone, you will have a combined rating of six for "best use."

Sprint further suggests you experiment with multiple phones (even those not labeled M3 or M4) while in the store to find the one that works best with your hearing aid device. Should you experience interference after purchasing your phone, promptly return it to the store. With the Sprint 14 Day Risk Free Guarantee you may return the phone within 14 days of purchase for a full refund.

#### Getting the Best Hearing Device Experience With Your Treo 700wx Smart Device

To further minimize interference:

- There is usually less interference on the microphone setting than on the telecoil setting.
- Set the phone's screen and keyboard backlight settings to ensure the minimum time interval. See "Viewing and Optimizing Power Settings" on page 300 for instructions.
- Position the phone so that the antenna is farthest from your hearing aid.
- Move the phone around to find the point with the least interference.

#### **Protecting Your Battery**

The guidelines listed below help you get the most out of your battery's performance.

- Recently there have been some public reports of wireless phone batteries overheating, catching fire, or exploding. It appears that many, if not all, of these reports involve counterfeit or inexpensive, aftermarket-brand batteries with unknown or questionable manufacturing standards. Sprint is not aware of similar problems with Sprint PCS Treo devices resulting from the proper use of batteries and accessories approved by Sprint or the manufacturer of your phone. Use only Sprint- or manufacturer-approved batteries and accessories found at Sprint Stores or through your device's manufacturer, or call 1-866-343-1114 to order. They're also available at <u>www.sprint.com</u> click the Wireless link under Personal, and then click Accessories under Shop the PCS Store Online. Buying the right batteries and accessories is the best way to ensure they're genuine and safe.
- In order to avoid damage, charge the battery only in temperatures that range from 32° F to 113° F (0° C to 45° C).
- Don't use the battery charger in direct sunlight or in high humidity areas such as the bathroom.
- Never dispose of the battery by incineration.
- Keep the metal contacts on top of the battery clean.
- Don't attempt to disassemble or short-circuit the battery.
- The battery may need recharging if it has not been used for a long period of time.

- It's best to replace the battery when it no longer provides acceptable performance. It can be recharged hundreds of times before it needs replacing.
- Don't store the battery in high temperature areas for long periods of time. It's best to follow these storage rules:
  - Less than one month:
     -4° F to 140° F (-20° C to 60° C)
  - More than one month:
     -4° F to 113° F (-20° C to 45° C)

#### Disposal of Lithium Ion (Li-Ion) Batteries

To avoid being burned, do not handle a damaged or leaking Li-Ion battery.

For safe disposal options of your Li-Ion batteries, contact your nearest Sprint authorized service center.

**Special Note:** Be sure to dispose of your battery properly. In some areas, the disposal of batteries in household or business trash may be prohibited.

#### **Understanding How Your Phone Operates**

Your phone is basically a radio transmitter and receiver. When it's turned on, it receives and transmits radiofrequency (RF) signals. When you use your phone, the system handling your call controls the power level. This power can range from 0.006 watts to 0.2 watts in digital mode.

#### **Knowing Radiofrequency Safety**

The design of your Sprint PCS Treo device complies with updated NCRP standards described below.

In 1991–92, the Institute of Electrical and Electronics Engineers (IEEE) and the American National Standards Institute (ANSI) joined in updating ANSI's 1982 standard for safety levels with respect to human exposure to RF signals. More than 120 scientists, engineers and physicians from universities, government health agencies and industries developed this updated standard after reviewing the available body of research. In 1993, the Federal Communications Commission (FCC) adopted this updated standard in a regulation. In August 1996, the FCC adopted a hybrid standard consisting of the existing ANSI/IEEE standard and the guidelines published by the National Council of Radiation Protection and Measurements (NCRP).

#### **Body-Worn Operation**

To maintain compliance with FCC RF exposure guidelines, if you wear a handset on your body, use the Sprint-supplied or -approved carrying case, holster, or other body-worn accessory. If you do not use a body-worn accessory, ensure the antenna is at least 7/16 inch (1.5 centimeters) from your body when transmitting. Use of non-Sprint-approved accessories may violate FCC RF exposure guidelines.

For more information about RF exposure, visit the FCC Web site at www.fcc.gov.

#### Specific Absorption Rate (SAR) for Wireless Phones

The SAR is a value that corresponds to the relative amount of RF energy absorbed in the head of a user of a wireless handset.

The SAR value of a phone is the result of an extensive testing, measuring, and calculation process. It does not represent how much RF the phone emits. All phone models are tested at their highest value in strict laboratory settings. But when in operation, the SAR of a phone can be substantially less than the level reported to the FCC. This is because of a variety of factors including its proximity to a base station antenna, phone design, and other factors. What is important to remember is that each phone meets strict federal guidelines. Variations in SARs do not represent a variation in safety.

All phones must meet the federal standard, which incorporates a substantial margin of safety. As stated above, variations in SAR values between different model phones do not mean variations in safety. SAR values at or below the federal standard of 1.6 W/kg are considered safe for use by the public.

The highest reported (FCC) SAR values of the Treo™ 700wx smart device by Palm are:

Maximum SAR Values	CDMA Cellular	CDMA PCS
Held to Ear	1.26 (W/Kg)	1.26 (W/Kg)
Body-Worn	1.01 (W/Kg)	.55 (W/Kg)

#### FCC Radiofrequency Emission

This phone meets the FCC Radiofrequency Emission Guidelines and is certified with the FCC as:

#### FCC ID number: O8FJIMI.

More information on the phone's SAR can be found from the following FCC Web site:

https://gullfoss2.fcc.gov/prod/oet/cf/eas/reports/GenericSearch.cfm.

# Static Electricity, ESD, and Your Device

Electrostatic discharge (ESD) can cause damage to electronic devices if discharged into the device, so you should take steps to avoid such an occurrence.

#### Description of ESD

Static electricity is an electrical charge caused by the buildup of excess electrons on the surface of a material. To most people, static electricity and ESD are nothing more than annoyances. For example, after walking over a carpet while scuffing your feet, building up electrons on your body, you may get a shock—the discharge event—when you touch a metal doorknob. This little shock discharges the built-up static electricity.

#### ESD-Susceptible Equipment

Even a small amount of ESD can harm circuitry, so when working with electronic devices, take measures to help protect your electronic devices, including your Palm<sup>\*</sup> device, from ESD harm. While Palm has built protections against ESD into its products, ESD unfortunately exists and, unless neutralized, could build up to levels that could harm your equipment. Any electronic device that contains an external entry point for plugging in anything from cables to docking stations is susceptible to entry of ESD. Devices that you carry with you, such as your device, build up ESD in a unique way because the static electricity that may have built up on your body is automatically passed to the device. Then, when the device is connected to another device such as a docking station, a discharge event can occur.

#### **Precautions Against ESD**

Make sure to discharge any built-up static electricity from yourself and your electronic devices *before* touching an electronic device or connecting one device to another. The recommendation from Palm is that you take this precaution before connecting your device to your computer, placing the device in a cradle, or connecting it to any other device. You can do this in many ways, including the following:

- Ground yourself when you're holding your wireless device by simultaneously touching a metal surface that is at earth ground. For example, if your computer has a metal case and is plugged into a standard three-prong grounded outlet, touching the case should discharge the ESD on your body.
- Increase the relative humidity of your environment.
- Install ESD-specific prevention items, such as grounding mats.

#### **Conditions That Enhance ESD Occurrences**

Conditions that can contribute to the buildup of static electricity in the environment include the following:

- Low relative humidity.
- Material type (The type of material gathering the charge. For example, synthetics are more prone to static buildup than natural fibers like cotton.)
- The rapidity with which you touch, connect, or disconnect electronic devices.

While you should always take appropriate precautions to discharge static electricity, if you are in an environment where you notice ESD events, you may want to take extra precautions to protect your electronic equipment against ESD.

## **Owner's Record**

The model number, regulatory number, and serial number are located on a nameplate inside the battery compartment. Record the serial number in the space provided below. This will be helpful if you need to contact us about your phone in the future.

**Model:** Sprint Mobile Broadband Smart Device Treo<sup>~</sup> 700wx by Palm Serial No.:

# **User's Guide Proprietary Notice**

CDMA Technology is licensed by QUALCOMM Incorporated under one or more of the following patents:

4,901,307	5,109,390	5,267,262	5,416,797
5,506,865	5,544,196	5,657,420	5,101,501
5,267,261	5,414,796	5,504,773	5,535,239
5,600,754	5,778,338	5,228,054	5,337,338
5,710,784	5,056,109	5,568,483	5,659,569
5,490,165	5,511,073		

User's Guide template version 5B (October 2005)

Section 8A: Important Safety Information

# Specifications

Section 8B: Specifications

Radio	CDMA 800 (Digital Cellular), 1900 (PCS), and 1400(GPS) EVDO and 1XRTT		
Phone features	Personal speakerphone Hands-free headset jack (2.5 mm, 3-barrel connector)	Microphone mute option TTY compatible 3-way calling	
Processor technology	Intel XScale <sup>**</sup> processor, 312MHz		
Expansion	SD/MultiMediaCard/SDIO card slot		
Battery	Rechargeable Lithium Ion Removable for replacement	3.5 hours full charge time	
Operating system	Windows Mobile® 5.2.2 Pocket PC Phone Edition		
Camera (not included on all smart devices)	Still image capture resolution: 1280 x 1024, 1.3 megapixel Automatic light balance		
Size	5.08 in x 2.28 in x 0.89 in (129mm x 58mm x 22.5mm) with antenna		
Weight	6.4 ounces (180 grams)		
Connectivity	Infrared (1.2 compliant) Bluetooth <sup>*</sup> wireless technology (1.2 compliant)		

# Specifications

Display	Touch-sensitive LCD screen (include 65,536 colors (16-bit color) User-adjustable brightness	es stylus)
Keyboard	Built-in QWERTY keyboard plus 5-way navigator Backlight for low lighting conditions	
Included software	Today/Phone (includes Speed Dial and Dial Pad) Messaging (text and email) Internet Explorer Mobile (Web browser) Camera Pictures & Videos Windows Media Player Mobile File Explorer Contacts Calendar Tasks Notes Calculator ActiveSync Direct Push Technology	Excel Mobile Word Mobile PowerPoint Mobile Pocket MSN Solitaire Bubble Breaker Voice Command Quick Tour Search Terminal Services Picsel PDF Viewer Cubis (available on Getting Started CD) Sprite Backup (available on Getting Started CD)
System requirements	Windows 2000 or XP with USB port. Later versions may also be supported Some wireless features require Microsoft 2003 Exchange Server with Service Pack 2	

Operating and	32°F to 104°F (0°C to 40°C)	
storage temperature range	5% to 90% RH	

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