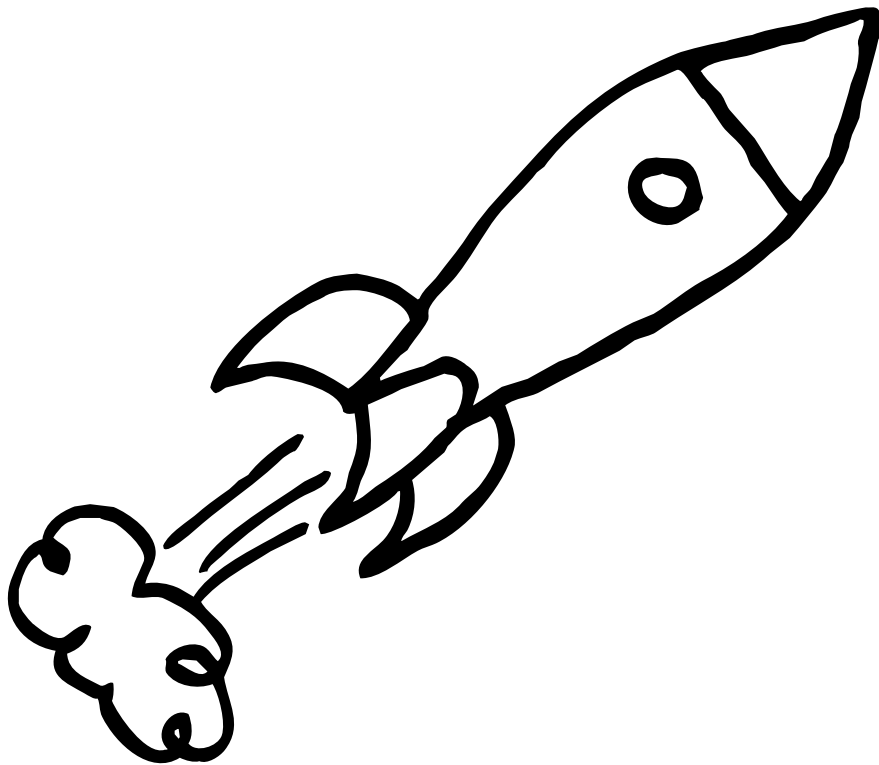# Your HTC Liberty
User guide

hTC

quietly brilliant

Before you do anything else, please read this

Charge the battery

The battery in your phone hasn't been charged yet. While your phone is charging, it's important that you do not remove the battery pack. Doing so can damage your phone. Also, please don't try to take your phone apart. (If you do, it may invalidate your warranty.)

Choose a rate plan wisely

Your phone can use up a lot of Internet bandwidth really quickly. Before you use your phone, we strongly recommend that you talk to your mobile operator about data rates. If you're on a standard data plan, the costs could really add up. Switching to a flat-rate plan could be a lot cheaper.

Know about privacy laws

Some countries have strict laws about how and when you can record phone conversations. For example, you may need to tell the person you're speaking to before you start recording. It's a good idea to find out what the laws are where you live before you use your phone's recording feature.

And finally, a few important words from our legal team (LIMITATION OF DAMAGES)

To the maximum extent permitted by applicable law, in no event shall HTC or its affiliates be liable to you, any user, or third party for any indirect, special, consequential, incidental or punitive damages of any kind, arising in contract, tort, or otherwise, including, but not limited to, injury, loss of revenue, loss of goodwill, loss of business opportunity, loss of data, and/or loss of profits, regardless of the foreseeability thereof or whether HTC or its affiliates have been advised of the possibility of such damages. And in no event shall the total liability of HTC or its affiliates exceed the amount received from you, regardless of the legal theory under which the cause of action is brought. The foregoing does not affect any statutory rights which may not be disclaimed.

Please also read the Safety and regulatory guide that is included in the box for information on the proper usage of your phone to prevent injuries and to avoid damaging your phone. You can also refer to this guide for regulatory information about your phone.

You can also visit our support website at www.htc.com/support to download the Safety and regulatory guide and to access other helpful resources for your phone.

Trademarks and copyrights

Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:

This is a note. A note often gives additional information, such as what happens on your phone when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.

This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.

This indicates that something is very important. Important information is something that you need to do in order to accomplish a certain task or to get a phone feature to work properly.

This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems when using your phone.

Contents

Phone calls

People

Keyboard

Messages

Sync

Social

Email

Calendar

Clock and Weather

Internet

Bluetooth

Camera

Photos

Music

Maps and location

More apps

Security

Settings

Backup, update and reset

Basics

Inside the box

You will find the following inside the box:

- Phone
- USB cable
- AC adapter
- 3.5mm stereo headset
- Battery
- microSD card
- Quick start guide

Your Phone

Front panel
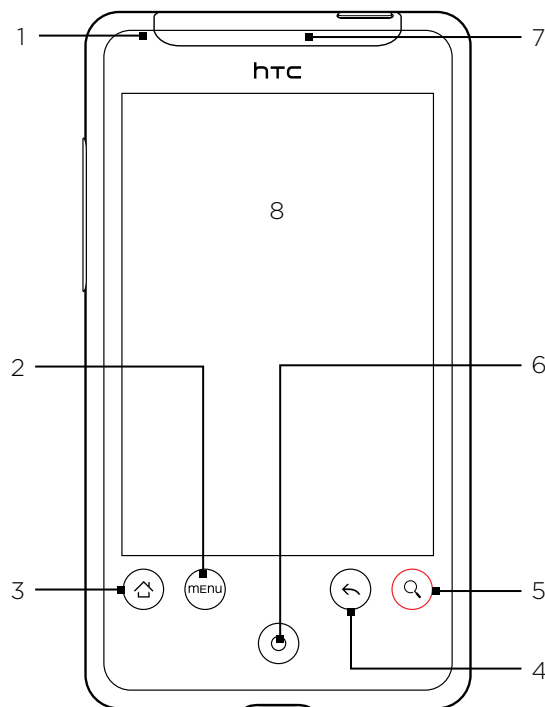
1   Notification LED

This LED shows a:
- Solid green light when the phone is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.
- Solid red light when the battery is being charged.
- Flashing red light when the battery level reaches very low.

2	MENU
	Press to open a list of actions that you can do on the current screen.
3	HOME
	▪ While on any application or screen, press to return to the Home screen. ▪ While on the main Home screen, press to show a snapshot of the Home screen. ▪ Press and hold to open the recently-used applications window.
4	BACK
	Press to go back to the previous screen, or to close a dialog box, options menu, the Notifications panel, or onscreen keyboard.
5	SEARCH
	▪ Press to open the Quick Search box. ▪ Press and hold to do a search using voice. See "Searching your phone and the Web" in this chapter for more details.
6	Optical trackball
	Swipe your finger over or press to highlight or select items onscreen.
7	Earpiece
	Listen to a phone call from here.
8	Touch screen

Back panel
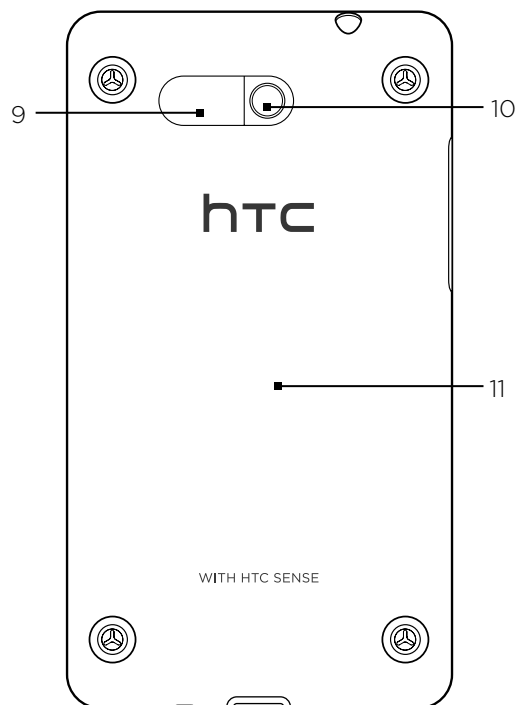
9	Speaker
10	5 megapixel camera
11	Bottom cover

Top panel
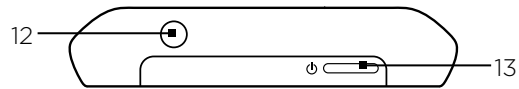
12 **3.5mm audio jack**

Connect a 3.5mm stereo headset for hands-free conversation or for listening to music.

13 **POWER**

- When the phone is off, press to turn on the phone.
- When the phone is on and the screen is unlocked, press to turn off or on the phone display.
- With the screen unlocked, press and hold to open the phone options menu that lets you turn off the phone, switch your phone to silent mode, vibration mode, or airplane mode, and turn on/off the data connection.

Left panel
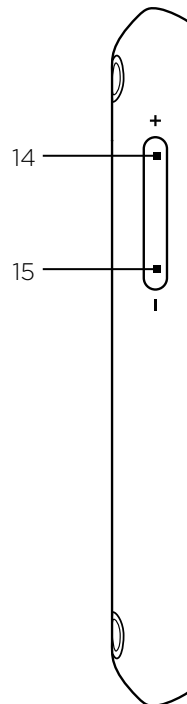
14 **VOLUME UP**

- While on a call, press to increase earpiece volume.
- While not on a call, press to increase the ringer volume.
- While watching videos or listening to the FM radio, press to increase the volume.

15 **VOLUME DOWN**

- While on a call, press to decrease earpiece volume.
- While not on a call, press to decrease the ringer volume.
- While watching videos or listening to the FM radio, press to decrease the volume.

Bottom panel
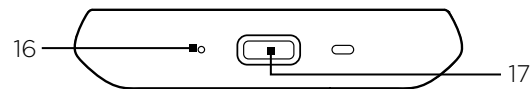
16	Microphone
17	USB connector

Plug one end of the USB cable to this connector, and then connect the other end to:
- the power adapter to charge the battery.
- your computer and transfer files to your phone from your computer or sync your phone with HTC Sync on your computer.

Before turning on your phone

Back cover

Removing the back cover

Remove the back cover to access the battery compartment, SIM card slot, and storage card slot.

1. Hold your phone securely with the back panel facing you.

2. Press the speaker with your thumb while pulling the back cover with your fingers from the space above the power button.

3. When the back cover disengages from the phone, pull it to remove.
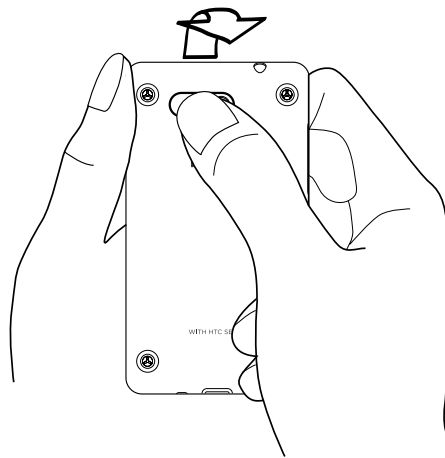
Replacing the cover

1. Insert the inside back cover tabs to the holes at the bottom panel of the phone.
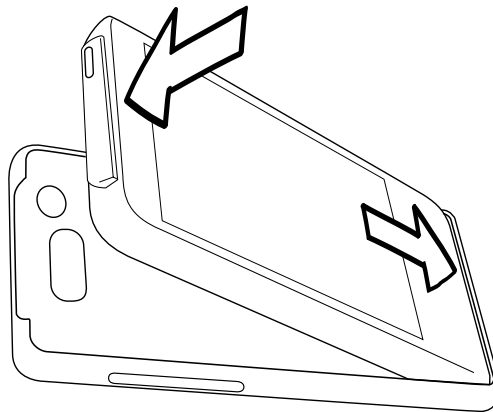
2. Press the phone against the back cover until it clicks into place.

The back cover functions as the phone's antenna. Install the back cover properly to get optimum signal strength.

SIM card

The SIM card contains your phone number, service details, and phonebook/message memory. Your phone supports both 1.8V and 3 V SIM cards.

Some legacy SIM cards may not function with your phone. You should consult with your mobile operator for a replacement SIM card. There may be fees for this service.

Inserting the SIM card

The SIM card slot is located below the battery compartment.

1. Remove the back cover. Refer to "Removing the back cover."

2. Insert the SIM card with its gold contacts facing down and its cut-off corner facing out the slot.
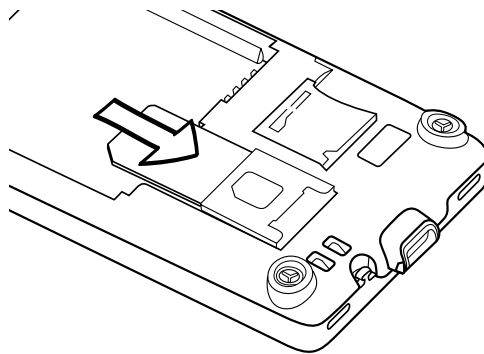
3. Slide the SIM card completely into the slot.

Removing the SIM card

1. Remove the back cover. Refer to "Removing the back cover."

2. Remove the battery. Refer to "Removing the battery."

3. Pull the SIM card out of the slot.

Storage card

Store your pictures, music, and applications by inserting the supplied microSD card into your phone.

Inserting the storage card

The storage card slot is located below the battery compartment and right next to the SIM card slot.

1. Remove the back cover. Refer to "Removing the back cover."

2. Insert the microSD card into the slot with its gold contacts facing down and push it in until it clicks into place.
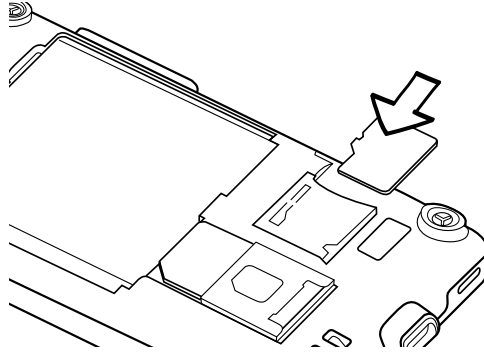
Removing the storage card

1. Remove the back cover. Refer to "Removing the back cover."

2. Push the storage card in to eject it from its slot.

Removing the storage card while the phone is on

When you need to remove the storage card while the phone is on, unmount the storage card first to prevent corrupting or damaging the files in the storage card.

1. Press HOME > MENU, and then tap **Settings**.

2. Scroll down the screen, and then tap **SD card & phone storage**.

3. Tap **Unmount SD card**.

4. Remove the storage card by following the instructions in "Removing the storage card."

Battery

Your phone comes with a rechargeable Lithium-ion polymer or Lithium-ion battery and is designed to use only manufacturer-specified original batteries and accessories. Battery performance depends on many factors, including network configuration, signal strength, the temperature of the environment in which you operate your phone, the features and/or settings you select and use, items attached to connecting ports, and your voice, data, and other program usage patterns.

Inserting the battery

1. Remove the back cover. Refer to "Removing the back cover."

2. Align the battery's exposed copper contacts with the battery connectors inside the battery compartment.

3. Insert the contacts side of the battery first and then gently push the battery into place.
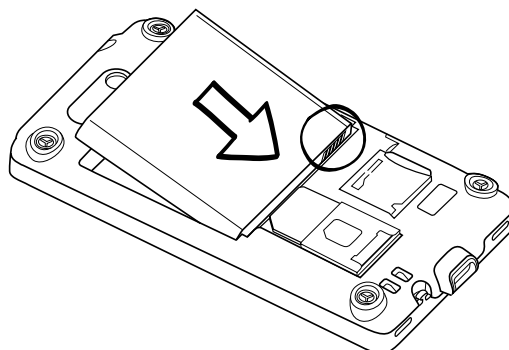
Removing the battery

1. Remove the back cover. Refer to "Removing the back cover."

2. Lift the battery from the groove at the top of the battery compartment.
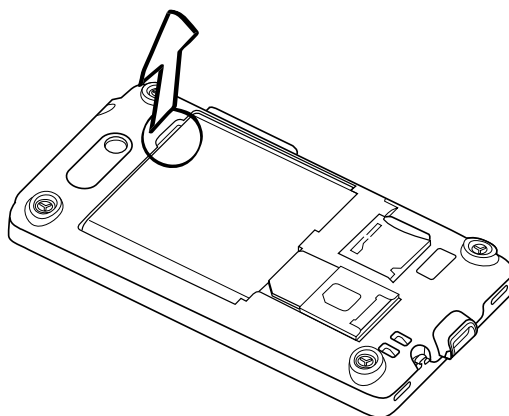
Charging the battery

The battery is partially charged when shipped. Before you turn on and start using your phone, it is recommended that you charge the battery. Some batteries perform best after several full charge/discharge cycles.

1. Connect one end of the USB cable to the sync connector on your phone.
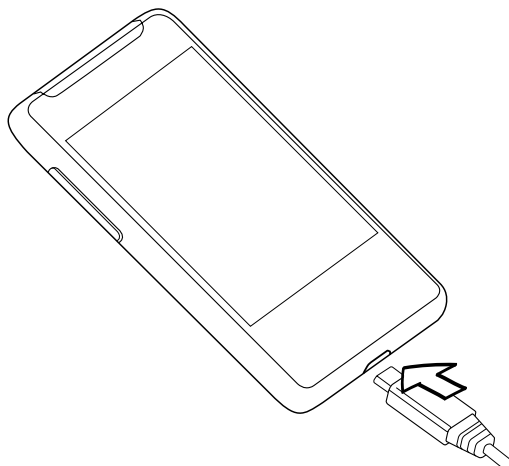
2. Connect the other end of the USB cable to the AC adapter.

3. Plug in the AC adapter to an electrical outlet to start charging the battery.

As the battery is being charged, the notification LED (located on the left side of the earpiece) shows a solid amber light when the battery is being charged. The light turns to solid green when the phone is fully charged.

When you charge the battery while the phone is on, the charging battery icon (⚡) is displayed in the status bar of the Home screen. After the battery has been fully charged, a full battery icon (▬) will be displayed in the status bar of the Home screen.

- Only the AC adapter and USB sync cable provided with your phone must be used to charge the battery.

- Do not remove the battery from the phone while you are charging it using the AC or car adapter.

- As a safety precaution, the battery stops charging before it overheats.

Finger gestures

Tap

When you want to type using the keyboard, select items onscreen such as application and settings icons, or press onscreen buttons, simply tap them with your finger.

Press and hold

To open the available options for an item (e.g. contact or link in a web page), simply press and hold the item.

Swipe or slide

To swipe or slide means to quickly drag your finger vertically or horizontally across the screen or optical trackball.

Drag

Press and hold your finger with some pressure before you start to drag. While dragging, do not release your finger until you have reached the target position.

Flick

Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes. This finger gesture is always in a vertical direction, such as when flicking the contacts or message list.

Rotate

For most screens, you can automatically change the screen orientation from portrait to landscape by turning the phone sideways. When entering text, you can turn the phone sideways to bring up a bigger keyboard. Refer to the Settings chapter for more details.

Pinch

For some applications, like Photos or the web browser, you can "pinch" the screen using 2 fingers (for example, thumb and index fingers) to zoom in or zoom out when viewing a picture or a web page.

Getting started

Once you've installed your SIM card, battery, and microSD card, you can turn on your phone and start using it.

Turning on your phone

Press the POWER button.

When you turn on the phone for the first time, you will be prompted to set up your phone. For more information on how to set up your phone for the first time, see "Setting up your phone for the first time."

Entering your PIN

If your SIM card is preset with a PIN (personal identification number), you will be prompted to enter the PIN to proceed. Enter the SIM PIN, then tap OK.

To learn how to enable or disable the SIM PIN, see "Protecting Your Phone" in the Security chapter.

Most SIM cards are preset with a PIN (personal identification number) that is provided by your mobile operator. When prompted, enter the preset PIN, then tap **Enter**. If you enter the wrong PIN three times, the SIM card is blocked. If this happens, you can unblock it with the PUK (PIN Unblocking Key) obtained from your mobile operator.

Turning off your phone

If you do not need to use your phone, you can turn the power off to save battery life.

1. If the display is off, press the POWER button to turn the display back on.

2. Unlock your phone if the Lock screen is displayed. See "Unlocking the screen" in this chapter for details.

3. Press and hold the POWER button for a few seconds.

4. When the Phone options options menu appears, tap **Power off**.

5. Tap **OK** when prompted to turn off the phone.

Setting up your phone for the first time

When you turn on your phone for the first time, your phone displays tutorials and guides you to set up your email accounts and favorite social networks such as Facebook®, YouTube™, and Twitter™. You can follow the onscreen instructions to complete the setup, or skip the setup and do it at another time.

1. Choose the phone language you want to use, and then tap **Next**.

2. Your phone first sets up GPRS/3G, MMS, and WAP connections automatically based on your SIM card.

If you did not insert your SIM card and you turned on your phone for the first time, your phone displays a tutorial showing how to install the SIM card and battery. Turn off your phone and insert your SIM card before proceeding to use the phone.

3. Your phone walks you through a tutorial on how to use the onscreen keyboard. Follow through the tutorial to learn how to use the onscreen keyboard. Tap **Skip** to not go through the tutorial.

4. On the Internet connection screen, select how you want to connect to the Internet, and then tap Next.

5. If there are Wi-Fi networks in range, you will be asked if you want to connect to a Wi-Fi network. Tap **Next** and then tap the wireless network that you want, or clear the **Connect to Wi-Fi network** checkbox, and then tap **Next** to set up your Wi-Fi connection at a later time.

6. Some phone features such as Weather and Footprints require Google's location service to automatically determine your current location. On the Location consent screen, you can choose whether to allow Google's location service to collect information about your location. Clear or select the checkbox, and then tap **Next**.

This service may incur additional data transfer fees from your provider. You can enable or disable this service later in your phone's location settings.

7. On the Set up accounts screen, choose the type of account you want to set up and follow the onscreen instructions to complete the setup. Tap **Skip** to set up accounts at a later time.

    - To set up your Google Account, tap **Google account > Next > Sign in**, enter your Google Account details, and then tap **Sign in**.

    - To learn how to set up POP3 and Microsoft Exchange ActiveSync accounts, see the Sync and Email chapters to learn how to set up these accounts.

    After setting up an account, you will be taken back to the Set up accounts screen so you can set up more accounts. When you are done setting up your accounts, tap **Next**.

8. On the Set up social networks screen, choose the type of social network account such as Facebook (for HTC Sense) and Twitter that you want to access from your phone. Follow the onscreen instructions to log in to your social network account. Tap **Skip** to set up social network accounts at a later time.

    When you are done setting up your accounts, tap **Next** on the Set up social networks screen.

9. The final screen shows you where you can learn more about using your phone. Tap **Finish**.

Sleep mode

Sleep mode suspends your phone to a low power state while the display is off in order to save battery power. You will still be able to receive messages and calls while the phone is in Sleep mode.

For information on how to adjust the time before the screen turns off, see "Adjusting the time before the screen turns off" in the Settings chapter.

Switching to Sleep mode

Briefly press the POWER button to turn off the display temporarily and switch your phone to Sleep mode. Your phone also automatically goes into Sleep mode when you leave the phone idle after a certain period of time. Switching to Sleep mode also prevents accidental button or touch screen presses when the phone is in your bag or pocket.

Waking up from Sleep mode

Your phone wakes up automatically when you have an incoming call. To wake up your phone manually, press the POWER button. You will then see that the phone has locked the screen. To find out how to unlock the screen, see "Unlocking the screen."

Unlocking the screen

Press the bar on the lock screen and then slide your finger down to unlock the screen or to answer an incoming call.

You can also press MENU while on the lock screen to unlock the screen.

If you have set up a screen unlock pattern, you will be prompted to draw the pattern on the screen before it unlocks. For more information on how to create and enable the screen unlock pattern, see "Protecting your phone with a screen lock" in the Security chapter.

Home screen

The Home screen provides you with a weather clock that shows the time and weather of your current location. Tap the respective item to open the associated application.

The Home screen also lets you add the items you want and need on the Home screen. Add items like application icons, shortcuts, folders, and HTC or Google widgets to give you instant access to information and applications. To learn how to personalize your Home screen, see the Personalizing chapter.

Extended Home screen

The Home screen extends beyond the screen width to provide more space for adding icons, widgets, and more. There are 6 "additional" screens apart from the main Home screen.

You cannot add more screens.

[Screenshot]

Navigating the Home screen

You can go to the extended Home screen by sliding your finger horizontally across the screen to go to the left or right side of the Home screen. While on an extended Home screen, press HOME to return to the main Home screen.

Directly going to a particular screen

1. On any Home screen, pinch the screen to bring up a snapshot of the Home screen.

On the main Home screen, you can press HOME to show the snapshot of the Home screen.

2. Tap the screen you want to open.

Phone status and notifications

Phone status icons

These are the icons that may appear on the phone status area of the status bar:

G	GPRS connected
G	GPRS in use
E	EDGE connected
E	EDGE in use
3G	3G connected
3G	3G in use
H	HSPA connected
H	HSPA in use
	Connected to a Wi-Fi network
	Bluetooth is on
	Connected to a Bluetooth device
	Airplane mode
	Alarm is set
	Speakerphone on
	Data synchronizing
	Signal strength
R	Roaming
X	No signal
	No SIM card installed
	Vibrate mode
	Phone speaker is mute

	Phone microphone is mute
	Battery is very low (10% remaining)
	Battery is low (20% remaining)
	Battery is full
	Battery is charging
	Wired microphone headset connected
	Wired headset connected

Notification icons

These are the icons that may appear on the notifications area of the status bar:

	New Gmail/Google Mail message
	New Microsoft Exchange ActiveSync or POP3/ IMAP email
	New SMS/MMS
	Problem with SMS/MMS delivery
	New Google Talk instant message
	New voicemail
	Upcoming event
	Song is playing
	General notification (for example, Phone connected to computer via USB cable.)
	Storage card is low on free space
	Wi-Fi is on and wireless networks are available
	Data synchronizing or connected to HTC Sync
	New tweet
	FM Radio application in use

	More (not displayed) notifications
	Call in progress
	Missed call
	Call on hold
	Call forwarding on
	Compass needs orientation
	Uploading data (animated)
	Downloading data (animated)
	Waiting to upload
	Downloaded Android Market application installed successfully
	Update available for an application downloaded from Android Market
	Storage card is safe to remove or storage card is being prepared
	No storage card installed on the phone

Checking notifications

Notification icons on the status bar report the arrival of new messages, calendar events, alarms set and ongoing settings such as when call forwarding is on or the current call status. You can open the Notifications panel to open the message, reminder, or event notification and see the mobile operator name.

Opening the Notifications panel

When a new notification icon displays in the status bar, press and hold the status bar, then slide your finger downward to open the Notifications panel.

If you have several notifications, you can scroll down the screen to view more notifications.

You can also open the Notifications panel on the Home screen by pressing MENU and then tapping **Notifications**.

Closing the Notifications panel

Do one of the following:

- Press and hold the bottom bar of the Notifications panel, then slide your finger up the screen.

- Press BACK.

Adjusting the volume

Adjusting the ringer volume changes the volume level of the phone ring tone, whereas adjusting the media volume changes the volume level of sound notifications, music or video playback. The ringer volume and media volume can be separately adjusted.

Adjusting the ringer volume

1. Press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the ringer volume to your desired level. The Ringer volume window appears on the screen to display the volume levels. While in the lowest ringer volume level (Silent mode), press VOLUME DOWN once to set your phone to Vibrate mode. The phone vibrates and the vibrate mode icon ( ) appears on the status bar.

2. While in Vibrate mode, press VOLUME UP once to switch to silent mode. The speaker mute icon ( ) displays on the status bar.

💡 To quickly switch your phone to silent mode, press and hold the POWER button, and then tap **Silent mode** on the options menu.

Adjusting the media volume

When playing music or watching video, press the VOLUME UP or VOLUME DOWN buttons on the left panel of the phone to adjust the media volume. The Music/video volume window appears on the screen to display the volume level.

You can also adjust the media volume on the Settings screen.

1. Press HOME > MENU, and then tap **Settings > Sound & display > Media volume**.

2. When the Media volume window appears, drag the slider to the left to lower the volume or to the right to increase the volume.

3. Tap **OK** to close the window.

Connecting your phone to a computer

Whenever you connect your phone to a computer using the USB cable, the Connect to PC dialog box displays and prompts you to choose the type of USB connection. Select one of the following choices, and then tap **Done**:

Charge only

Select this mode if you only want to charge the phone's battery using your computer.

HTC Sync

When selected, the phone automatically uses HTC Sync when connected to your computer and lets you synchronize Outlook and Windows Address Book (Outlook Express), contacts and calendar events between your computer and your phone. For more information, see "Using HTC Sync" in the Sync chapter.

Disk drive

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

When Disk Drive mode is enabled while your phone is connected to the computer, you will not be able to run applications that use the storage card, such as Music or Photos. For more information, see "Copying files to and from the storage card" in this chapter.

Internet sharing

When you do not have Internet connection on your computer, you can select this mode to share your phone's mobile data connection with your computer. For more information, see "Using Your Phone as a Modem" in the Internet chapter.

If you do not want to show the Connect to PC dialog box everytime you connect the phone to the computer, clear the **Ask me** checkbox in the Connect to PC dialog box. The default connection type will be used when you connect the phone to the computer.

To check or change the default connection type and to show or hide the Connect to PC dialog box, press HOME > MENU, and then tap **Settings > Connect to PC**.

Copying files to and from the storage card

1. Connect the phone to your computer using the supplied USB cable.

2. When the Connect to PC dialog box appears, tap **Disk drive**, and then tap **Done**.

3. On your computer, the connected phone is recognized as a removable disk. Navigate to this removable disk and open it.

4. Do one of the following:

   ▪ Copy the files from the computer to the phone's storage card's root folder.

   ▪ Copy the files from the phone's storage card to a folder in your computer or computer desktop.

5. After copying the files, unmount the removable disk (that is, the connected phone) as required by your computer's operating system to safely remove your phone.

6. Do one of the following:

   ▪ Disconnect the phone from the computer.

   ▪ If you want to keep the phone connected to the computer but want the phone to be able to access the storage card, open the Notifications panel, tap **Disk drive**, select an option except **Disk drive**, and then tap **Done**. See "Opening the Notifications panel" in this chapter to learn how to open the Notifications panel.

Searching your phone and the Web

You can search for information on your phone and on the Web by using the **Quick Search Box** or by speaking using Google search by voice. Some applications, such as People or Mail, have their own search box, which you can use to search within those applications (the application's icon is at the left of the search box.)

Setting Web and Quick Search Box options

1. Press HOME > MENU, and then tap **Settings**.

2. Scroll down the screen, and then tap **Search**.

3. Tap Google search settings, and then do the following:

   - Select **Show web suggestions** if you want to include suggestions from Google when doing a search.

   - Select **Search history** to enable personalized search history. You need to sign in to your Google Account to use this feature. The **Show web suggestion** check box needs to be selected for this option to be enabled.

   Press BACK when you are done.

4. Tap **Searchable items**, and then select the items you want included when doing a search.

Searching the Web and your phone using the Quick Search Box

1. Press HOME > SEARCH.

If you are in an application such as Mail, press the SEARCH button to toggle between doing a search in the application only and searching your phone and the Web.

2. Enter the search item in the Quick Search Box. As you type, matching items on your phone and suggestions from Google web search are shown as a list.

The suggested items that appear will depend on the options that you have selected in the search settings. See "Setting Web and Quick Search Box options" for details.

3. Do one of the following:

   - If what you're searching for is in the list of suggestions, tap it in the list. The item opens in the appropriate application.

   - If what you're searching for is not in the list, tap ⌕ to search the Web. The web browser opens, displaying results of a Google search on the Web.

Searching the Web using voice

1. Press HOME.

2. Press and hold SEARCH until you see the Speak now dialog box.

3. Hold the phone close to your mouth and say your search item in a clear voice.

4. The web browser opens and shows the suggested links based on the search item.

Personalizing

Making your phone truly yours

Make your phone look and sound just the way you want it. Personalize your phone with a different wallpaper, ringtone, and notification sound for events such as incoming text, email, calendar reminders, and more.

Your phone's Home screen is highly customizable and extends beyond the screen width, giving you plenty of space to add the information that matters most in your daily life and phone features that make communication quicker and easier. You have up to seven screens that extend to the left and right sides of your display as your Home screen, on which you can add elements such as widgets, program icons, shortcuts to information, and more.

To find out how to set notification sounds for events, see "Changing sound settings".

Changing the ringtone

Choose from the available selections of ringtones on your phone. You can also download or copy ringtones or songs to your phone's storage card and choose one to use as your ringtone. To find out how you can copy files to your storage card, see "Copying files to and from the storage card".

1. Press HOME > MENU, and then tap **Settings**.

2. Tap **Personalize > Default ringtone**.

3. Tap the ringtone you want to use. The ringtone briefly plays when selected.

4. Tap **OK**.

See "Specifications" for a list of audio file formats supported by your phone.

Personalizing your phone with scenes

Your phone becomes multiple phones in one when you use scenes. Scenes are personalized Home screen layouts that you can quickly apply to your phone. By switching between scenes, you instantly turn your phone into your perfect weekend phone, travel phone, work phone, or pure play phone.

Using a preset scene

Your phone features preset scenes, each preconfigured with a different wallpaper and collection of widgets that reflect different moments in your life. You can choose a scene that is suitable for work, play, travel, or your social life.

1. Press HOME > MENU, and then tap **Scenes**.

2. In the Choose a scene menu, select a preset scene and then tap **Done**.

Customizing and saving a scene

After selecting a preset scene, you can add widgets and other elements, arrange the layout, change the wallpaper, and save the whole Home screen as your personalized scene.

1. Press HOME > MENU, and then tap **Scenes**.

2. In the Choose a scene menu, select a preset scene that already has some widgets, or select **Clean Slate** if you want to design your own Home screen.

3. Add widgets and other elements that you want.

4. Arrange the layout of your Home screen according to your preference.

5. Change the Home screen wallpaper. You can also change the lock screen wallpaper.

6. When you are done designing your Home screen, press HOME > MENU and then tap **Scenes** again.

7. Under **My scenes**, make sure the **Current (unsaved)** option is selected and then tap **Save**.

8. Enter a new scene name for your Home screen and then tap **Save**. Or, if you already created a scene, enter the same scene name, tap **Save** and then tap **Replace**.

Renaming or deleting a scene

You can rename or delete a personalized scene that you created. Preset scenes cannot be renamed or deleted.

1. Press HOME > MENU and then tap **Settings > Personalize > Scenes**.

2. Under **My scenes**, press and hold a scene and choose whether to rename or delete it.

Changing your wallpaper

Personalizing your Home screen wallpaper with your favorite photo is a quick and easy way to change the feel of your phone and give it a fresh look. Browse the collection of wallpapers included in your phone or choose from photos that you have taken with the camera.

You can also change the lock screen wallpaper.

Changing your Home screen or lock screen wallpaper

1. Press HOME > MENU, and then tap **Wallpaper**.

2. Choose whether to change the **Home** or **Lock screen** wallpaper.

3. Do one of the following:

    - Tap **Photos** to select a photo that you have taken using the camera or copied to your storage card. Crop the photo and then tap **Save**.

    - Tap **Wallpaper gallery** to choose from preset wallpapers and then tap **Set wallpaper**.

4. After changing the Home screen or lock screen wallpaper, remember to save it to the scene that you created or save it as a new scene. To find out how to save a scene, see "Customizing and saving a scene".

Personalizing your Home screen with widgets

Widgets put at-a-glance important information and media content up front on your Home screen. Some of the HTC widgets are already added to your Home screen for your convenience. You can add more from the available selections of HTC widgets, or download more HTC widgets.

You can also add Android widgets.

Adding a widget to your Home screen

A wide selection of HTC widgets is available for you to choose from, such as Calendar, Music, Photo album, Friend Stream, Twitter, and more.

1. Press HOME. Go to the part of the Home screen where there's space to add a new widget. To find out how, see "Navigating the Home screen".

2. Tap [+] or press and hold on the Home screen to open the Add to Home options menu.

3. Tap **HTC widget**.

4. Select a widget.

5. Most HTC widgets are available in a variety of designs and sizes to suit your needs. Tap the right or left arrow button at the bottom of the screen to view the different styles, and then tap **Select** to choose one.

You can also add widgets that allow you to quickly switch on or off certain settings of your phone, such as Wi-Fi, Mobile network, Bluetooth, and more. Scroll down the HTC widgets list, tap **Settings**, and then tap the widget that you want.

Downloading HTC widgets

1. Press HOME. Go to the part of the Home screen where there's space to add a new widget. To find out how, see "Navigating the Home screen".

2. Tap [+] or press and hold on the Home screen to open the Add to Home options menu.

3. Tap **HTC widget** and then tap **Get more HTC widgets**.

4. Select the widgets that you want to download.

Adding application icons and other shortcuts on your Home screen

Place application icons on your Home screen to open applications quicker. You can also add shortcuts to settings and specific information such as a bookmarked webpage, someone's phone number, a music playlist, route directions, and many other items, to your Home screen.

The shortcuts available depend on the applications that are installed on your phone.

1. Press HOME. Go to the part of the Home screen where there's space to add a new shortcut. To find out how, see "Navigating the Home screen".

2. Tap [+] or press and hold on the Home screen to open the Add to Home options menu.

3. Do one of the following:

   - To add an application icon, tap **Program** and then select an application.

   - To add a shortcut to a setting or information, tap Shortcut and then select the type of information or setting.

To add an application icon on the Home screen, you can also press HOME, tap [icon], and then press and hold an application icon. Without lifting your finger, drag the icon to an empty area on the Home screen, and then release it.

Adding folders on your Home screen

Use folders to group related applications and other shortcuts to keep your Home screen tidy and organized.

You can also add information folders that show up-to-date information such as Bluetooth received files, your Facebook phonebook, and more.

Creating a new folder and adding items to it

1. Press HOME. Go to the part of the Home screen where there's space to add a new folder. To find out how, see "Navigating the Home screen".

2. Tap [+] or press and hold on the Home screen to open the Add to Home options menu.

3. Tap **Folder** and then tap **New folder**.

4. Press and hold an application icon or a shortcut that you want to move to the folder, The phone then vibrates. Don't lift your finger.

5. Drag application icon or shortcut and drop it on top of the folder.

Simply tap the folder to open it so you can access the applications and shortcuts inside the folder.

Renaming a folder

1. Tap the folder to open it.

2. Press and hold the folder window's title bar.

3. Enter a new folder name and then tap **OK**.

Rearranging or removing widgets and icons on your Home screen

Rearrange the widgets and icons on your Home screen to give room for adding more items to the Home screen. You can also remove widgets and icons that you don't frequently use.

Moving a widget or icon

1. Press and hold the widget or icon you want to move.

   The phone vibrates and you'll see a green box around the widget or icon. Don't release your finger.

2. Drag the widget or icon to a new location on the screen.

   Pause at the left or right edge of the screen to drag the widget or icon onto another Home screen panel.

3. When the widget or icon is where you want it, release your finger.

   If you've released your finger but a message shows that there's no space to place the widget or icon, drag it right or left again to another Home screen panel.

Removing a widget or icon

1. Press and hold the widget or icon you want to remove.

   The phone vibrates and you'll see a green box around the widget or icon. Don't release your finger.

2. Drag the widget or icon to the **Phone** button. The **Phone** button then changes into the **Remove** button and turns red.

3. When the widget or icon also turns red, release your finger.

Keyboard

Using the onscreen keyboard

When you start a program or select a field that requires text or numbers, the onscreen keyboard becomes available.

Using the landscape onscreen keyboard

When entering text, you can choose to use the landscape orientation of the onscreen keyboard, by turning the phone sideways, to use a larger keyboard that lets you type easily using two thumbs.
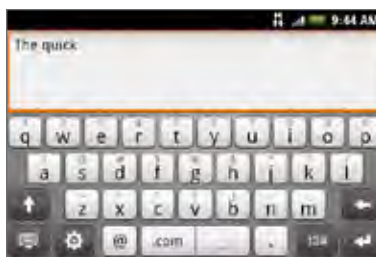
- The **Orientation** check box in **HOME > MENU > Settings > Sound & display** needs to be selected for the screen orientation to automatically change.
- The landscape orientation keyboard is not supported in all applications.

Changing the onscreen keyboard layout

You can choose from three different keyboard layouts to suit your typing style. To change the keyboard layout, do the following:

1. On the onscreen keyboard, tap [icon].

2. Tap **Keyboard types**, and then select the keyboard layout that you want to use. Choose from the following:

   - **QWERTY**. This layout is similar to a desktop computer keyboard. This is the default keyboard layout.

   - **Phone Keypad**. This layout resembles the traditional mobile phone keypad.

   - **Compact QWERTY**. This layout features two letters on each key. The key size is slightly bigger than on the Full QWERTY layout.

Entering text

Use the following keys while entering text using the onscreen keyboard:

A	Press and hold keys with gray characters at the top to enter numbers, symbols, or accented letters. The gray character displayed on the key is the character that will be inserted when you press and hold that key. Some keys have multiple characters or accents associated with them.
↑	This is the Shift key. Tap to enter an uppercase letter. The next letter you type will be uppercase. Tap twice to turn on caps lock.
12#	Tap to switch to the numeric and symbol keyboard.
↵	This is the Enter key. Tap to create a new line.
←	This is the Backspace key. Tap to delete the previous character.
⌨	Tap to hide the onscreen keyboard.
⚙	Tap to open the Touch Input settings menu to change the keyboard type, enable or disable predictive mode in the QWERTY keyboard, and adjust other input settings.
XT9 ABC	Tap to toggle between Multitap and XT9 predictive modes when using the Compact QWERTY or Phone keypad layout. For more information, see "Entering words with predictive text" in this chapter.

Entering words with predictive text

The onscreen keyboard has predictive text to help you type quickly and accurately. Predictive text input is enabled by default, and word suggestions are displayed as you type.
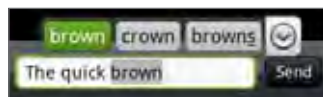
To enter a word in predictive mode, do any of the following:

- If you see the word you want highlighted in green or orange, you can simply tap the space bar to insert the word into your text.

- If you see the word you want shown in the suggestions before you have finished typing the entire word, tap the word to insert it into your text.

- If an arrow is shown to the right of the suggestion list, tap the arrow to see more suggestions.

Adding a word to the predictive text dictionary

Your phone comes with a list of words that it references for predictive text suggestions. Sometimes you may need to add a word to the predictive text dictionary, for example a name or a specialized technical word.

While entering text using the QWERTY keyboard layout, if you tap any word on the suggestion list, it is automatically added to the predictive text dictionary if it was not in the dictionary already.

You can also add a word to the list manually:

1. On the onscreen keyboard, tap ⚙ .

2. Tap **User Dictionary**.

3. Tap **Add new**.

4. Enter the word to add, and then tap **OK**.

Editing or deleting a word in the user dictionary

You can edit or remove words that you previously added to the predictive text dictionary.

1. On the onscreen keyboard, tap ⚙ .

2. Tap **User Dictionary**.

    - To edit a word, tap the word itself.

    - To delete a word, tap the **X** icon to the right of the word.

Adjusting touch input settings

Open the Touch Input settings by doing one of the following:

- On any of the keyboard layouts, tap ⚙ to open the Touch Input settings.

- On the Home screen, press MENU and then tap **Settings** > **Language & keyboard** > **Touch Input**.

Touch Input settings

Keyboard types
Tap to select the keyboard layout to use. You can choose from QWERTY, Phone Keypad, or Compact QWERTY.

Keyboard language
Tap to select the language layout of the keyboard.

Text input
Tap to set text input options when entering text, calibrate the keyboard, and set a sound and/or vibration feedback whenever you tap a key. See "Text input" below for details.

Tutorial
Learn how to use the onscreen keyboard with this interactive tutorial.

User Dictionary
Add, edit or remove words in the predictive text dictionary. See "Entering words with predictive text" for more information.

Text input

QWERTY

Prediction
Select to enable the word prediction feature which provides a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

Spell correction
Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

Phone keypad & compact QWERTY

Spell correction
Select to correct typographical errors by selecting from a list of possible words that reflect the characters of the keys you have tapped as well as characters of nearby keys.

Word completion
When using the Compact QWERTY or Phone keypad, lets you select from a list of possible combinations based on the characters that appear on the keys that you tapped.

Other settings

Sound feedback

Select to hear a clicking sound whenever you tap a key on the keyboard.

Vibrate when typing

Select to enable vibration feedback whenever you tap a key on the keyboard.

Finger touch precision

Calibration tool

Tap to re-calibrate the keyboard touch accuracy. Re-calibrate the keyboard if you feel that the keyboard keys are not responding accurately to your taps.

Reset calibration

Tap to reset the calibration back to factory default.

Phone calls

Making calls

There are several convenient methods to make a call from your phone.

Most SIM cards are preset with a PIN (personal identification number) that is provided by your mobile operator. When prompted, enter the preset PIN, then tap Enter. If you enter the wrong PIN three times, the SIM card is blocked. If this happens, you can unblock it with the PUK (PIN Unblocking Key) obtained from your mobile operator. See "Restoring a SIM card that has been locked out" in the Security chapter for details.

The two prongs underneath the bottom cover act as the antenna for your phone. It is recommended that you secure the bottom cover to the phone to ensure that you get the best radio reception for your phone. To learn how to secure the bottom cover, see "Replacing the bottom cover" in the Basics chapter.

Calling somebody using your phone

You can either dial a number directly, or you can use the Smart Dial (see Smart Dial) feature to search and call a contact in your contacts lit or a number from call history.

1. Press HOME, and then tap **Phone**.

2. Begin entering the first few digits or characters by tapping the keys on the phone keypad. As you enter digits or letters, the panel displays numbers and names that match the keys you tapped.

   If you enter a wrong digit, tap [icon] to erase that digit. To erase the entire number, press and hold [icon].

3. Tap [icon] to close the phone keypad and to see if there are more matching numbers or contacts. To browse through the filtered list, flick through the list or slide your finger up or down the list slowly.

4. To place a call, do one of the following:

   ▪ If there are no matching contacts in the list, after entering the number, tap **Call**.

   ▪ Tap the phone number or contact from the list.

   ▪ To call a different phone number associated with the contact, tap [icon] at the right side of the contact name. On the contact details screen, tap the number you want to call.

Smart Dial

The phone dialer's Smart Dial feature makes it quick and easy for you to place a call. Simply enter the phone number or first few letters of the person you want to call. Smart Dial automatically searches and filters your contacts list (stored on your phone and SIM card) and the phone numbers from the call history.

Calling a speed dial number

1. Press HOME, and then tap **Phone**.

2. On the phone keypad, press and hold the number that is associated with the contact you want to call.

    The number 1 on the phone keypad is generally reserved for your voicemail. Press and hold this button to call voicemail and retrieve your voicemail messages.

Adding a contact to speed dial

1. Press HOME, and then tap **Phone**.

2. Press MENU, and then tap **Speed dial > Add new**.

3. Enter the name of the contact you want to add. When the name comes up in the list, tap the name.

4. On the Speed dial screen, select the phone number of the contact to use, and the phone keypad assignment. Tap **Save**.

Calling a phone number in a text message

1. Press HOME, tap **Messages**, and then tap the message with the phone number.

2. In the message thread, tap the message with the phone number.

3. On the **Select link** screen, tap the number you want to call.

4. Edit the phone number if needed, and then tap **Call**.

To call the message sender, in the All messages list, press and hold the message, and then tap **Call** on the options menu.

For more information about text messages, see the Messages chapter.

Calling a phone number in an email

1. Press HOME, and then tap **Mail**.

2. Open the email account where the email with the number is located.

3. In the email account's inbox, tap the email to open it.

4. In the email body, tap the phone number. The phone dialer screen opens with the phone number already entered.

    The phone will recognize a number as a phone number if the number has a minimum of 5 digits and have at least one of the following:

    - Numbers preceded by a "+" in front. For example, +1-987-654-321 or +1987654321.

    - Numbers enclosed in parenthesis in front. For example, (02)987654321 or (02)987-654-321.

    - Numbers separated by dashes. For example, (02)-987-654-321 or 0987-654-321.

5. Tap **Call**.

For more information about email, see the Email chapter.

Making an emergency call

You can make emergency calls from your phone even if you don't have a SIM card installed or your SIM card has been blocked.

1. Press HOME, and then tap **Phone**.

2. Dial the international emergency number for your locale (for example, 000), and then tap **Call**.

Additional emergency numbers may be included in your SIM card. Contact your mobile operator for details.

If you enabled the unlock screen pattern and/or the SIM lock, and you forgot the unlock pattern or SIM PIN, you can still make emergency calls by tapping **Emergency call** on the screen.

Receiving calls

When you receive a phone call from a contact, the Incoming call screen appears and displays the caller ID icon, name, and phone number of the calling party. When you receive a phone call from someone who is not stored in Contacts, only the default caller ID icon and phone number appear on the Incoming call screen.
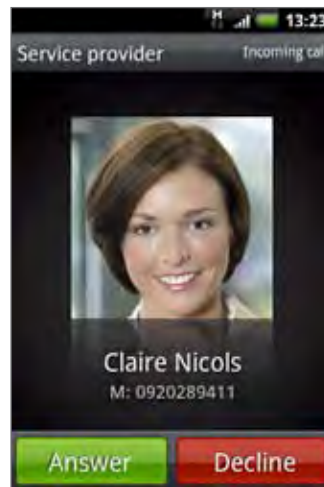
Answering an incoming call

Depending if the display is on or off, you need to::

- If the display is on, tap **Answer**.

- If the display is off, the display will turn on showing the Lock screen. Drag the bar down to answer the call.

Muting the ringing sound without rejecting the call

Do one of the following:

- Press the VOLUME DOWN button.

- Place the phone face down.

If the phone is already facing down, the phone will still ring when there are subsequent incoming calls.

Automatically scaling down the ring volume when picking up the phone

You can set your phone to automatically scale down the ring volume when you pick up the phone to answer calls.

1. Press HOME, and then tap **Settings > Sound & display**.

2. Scroll down the screen, and then select the **Quiet ring on pickup** check box.

3. Press BACK.

Rejecting an incoming call

Depending if the display is on or off, you need to::

- If the display is on, tap **Decline** to reject and send the call to your voice mail.

- If the display is off, the display will turn on showing the Lock screen. While the Lock screen is showing, press MENU, and then tap **End call** to reject and send the call to your voicemail.

Rejecting a call and sending a text message

You can automatically send a default text message to the caller and reject the incoming call.

To reject and send a message when you receive an incoming call, press MENU, and then tap **Send message**.

Editing the default message

You can change the message that is sent out.

1. Press HOME, and then tap **Phone**.

2. Press MENU, and then tap **Phone settings > Edit default message**.

3. Enter the new message, and then tap **OK**.

Using in-call options
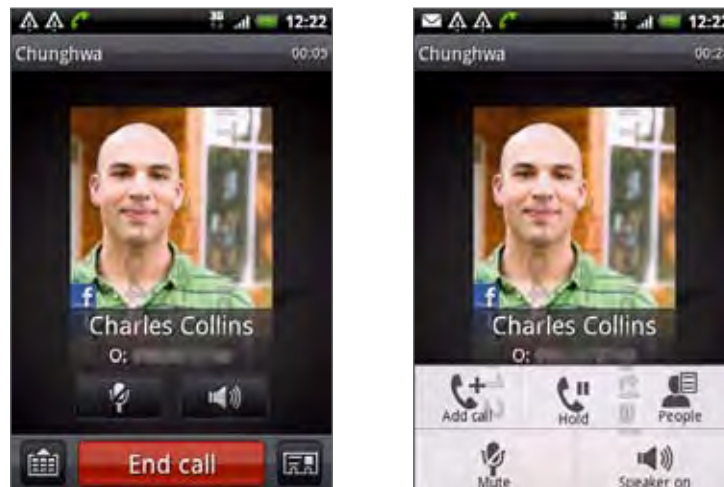
When a call is in progress, use the buttons onscreen to mute or unmute the microphone or to turn on or off the speakerphone. You can also press MENU to open the call options to let you add a call, place the call on hold, mute the microphone, and more.

Handling multiple calls

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

1. When you receive another call, tap **Answer** to accept the second call, and to put the first call on hold.

2. To switch between callers, tap the person you want to talk to on the screen.
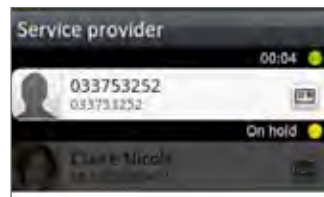
3. To end the current call and return to the other call, tap **End call**.

You can start a conference call between all parties by merging the calls. To merge the call, tap [icon] at the bottom right of the screen.

Setting up a conference call

1. Make a call to the first conference call participant.

2. When connected, press MENU, tap **Add call**, and then dial the number of the second participant. The first participant is put on hold when you dial the second participant.

3. When connected to the second participant, tap ![icon] (merge).

4. To add another participant to the conference call, tap ![icon] on the conference call screen, and then dial the number of the contact you want to invite to the conference call.

5. When connected, tap ![icon] to add the participant to the conference call.

    When you want to talk to a person in the conference call in private, tap [XXX down arrow], and then select **Private call** on the options menu.

6. When finished, tap **End call**.

Not all mobile networks support conference calling. Contact your mobile operator for details.

Putting a call on hold

Press MENU and then tap **Hold** to put the call on hold. When you put a call on hold, the Hold call icon (![icon]) appears in the status bar. Press MENU, and then tap **Unhold** to resume the call.

Muting the microphone during a call

On the screen, tap ![icon] to toggle between turning the microphone on or off. When the microphone is turned off, the Mute icon (![icon]) appears in the status bar.

Turning the speakerphone on or off during a call

On the screen, tap ![icon] to toggle between turning the speakerphone on or off.
The speakerphone icon (![icon]) appears in the status bar when the speakerphone is on.

To avoid damage to your hearing, do not hold your phone against your ear when the speakerphone is turned on.

Ending a call

Do one of the following to end the call:

▪ On the screen, tap **End call**.

▪ If you are using the provided wired headset, press and hold the button to end the call.

If the phone number of the person who called is not in your contacts list, you can choose to save the number to your contacts list after you hang up.

Using call history

When you miss a call, the missed call icon ( ) appears in the title bar. Use the **Call history** tab in the People application to check who the caller was or view all your dialed numbers and received calls.

1. Press HOME, and then tap **Phone**.

2. Tap at the bottom-right corner of the screen.

3. Do one of the following:

   - Tap the name or number in the list to call.
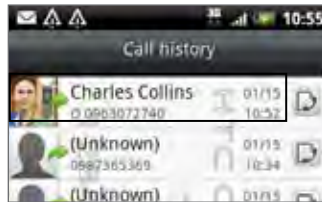
   - Press and hold a name or number in the list to display the options menu where you can select to view the contact information (if the number is stored in your contacts list), edit the number before you redial, send a text message, or delete from call history.

   - Tap to show the call history for that particular contact.

You can also access call history from the People application. See the Using the People application chapter for more information.

Adding a new phone number to your contacts from call history

1. Press HOME, and then tap **Phone**.

2. Tap at the bottom-right corner of the screen.

3. Press and hold the received call, number that is not in your contacts list, that you want to save to your contacts list, and then tap **Save to contacts**.

4. In the blank contact record that appears, enter the contact name and other information. The phone number is automatically added to the **Mobile** field in the Phone section. To store it as another type of number, for example a home number, tap the **Mobile** button.

5. Scroll down the screen and tap **Save**.

To learn how to add new contacts or edit the contact information, see the Using the People application chapter.

Checking a missed call

You will see the missed call icon in the status bar when you miss a call.

1. Press HOME, and then tap **Phone**.

2. Tap at the bottom-right corner of the screen.

3. In the call history list, missed calls are indicated by the missed call icon ( ).

> You can also press and hold the status bar, and then slide your finger downward on the screen to open the Notifications panel. The missed call number or contact name is displayed.

Clearing the call history list

1. Press HOME, and then tap **Phone**.

2. Tap at the bottom-right corner of the screen.

3. Do one of the following:

   - To remove one name or number from the list, press and hold the name or number, and then tap **Delete from call history**.

   - To clear the entire list, press MENU, and then tap **Delete all**.

Call services

Your phone can directly link to the mobile phone network, and enable you to access and change the settings of various phone services for your phone. Call services may include call forwarding, call waiting, voicemail, and more. Contact your mobile operator to find out about the availability of call services for your phone.

To open call services, press HOME, and then tap **Settings > Call**.

Fixed Dialing Numbers

Restrict outgoing calls to a fixed set of numbers. To enable this feature, you must know your SIM card's PIN2 code.

Voicemail service

Shows the current voicemail service being used.

Voicemail settings

Specify another voice mail number aside from the voice mail number on your SIM card.

Clear voicemail notification

If you have a notification of a new voicemail, you can clear the notification with this option.

Phone settings

Edit the call reject message, choose whether to open the message editor when you reject a call with a message, and choose whether to allow automatic saving of an unknown contact number when a call with that number ends.

Cell broadcast

Enable or disable receipt of cell broadcast messages from your service provider.

Cell broadcast settings

Configure channels and language for cell broadcast messages.

Call forwarding

Select how you want your phone to handle busy, unanswered, and unreachable calls. You can also set the call forwarding option for all incoming calls.

Call barring settings

Choose whether to block various categories of incoming and outgoing call.

Additional call settings

Enable or disable operator services such as caller ID and call waiting.

Turning Airplane mode on or off

In many countries, you are required by law to turn off the phone while on board an aircraft. A way to turn off the phone function is to switch your phone to **Airplane mode**. When you enable Airplane mode, all wireless radios on your phone are turned off, including the call function, data services, Bluetooth, and Wi-Fi.

1. Press HOME > MENU, and then tap **Settings > Wireless & networks.**

2. Select or clear the **Airplane mode** check box to enable or disable Airplane mode. When enabled, the Airplane mode icon (✈) is displayed in the status bar.

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

People

About People

In **People**, you can easily manage your communications with contacts via phone, messaging, and email. You can also view updates on their Facebook and Flickr accounts.

If you are synchronizing contacts with your Google account, with your PC, and/or with an Exchange Server, any contacts stored in those accounts are displayed in People. You can also synchronize contacts from your Facebook account in People. For more information on synchronizing accounts, see "Ways of getting contacts into your phone" in this chapter.

Ways of getting contacts into your phone

You can add contacts to your phone from:

- **Gmail/Google Mail contacts** Gmail/Google Mail contacts are imported to your phone after you set up a Google Account. For details, see the "Gmail/Google Mail" in the Email chapter.

- **Phone contacts** See "Adding a new contact" in this chapter for details.

- **Exchange ActiveSync Server** See "Synchronizing with a Microsoft Exchange ActiveSync account" in the Sync chapter for details.

- **Contacts on your computer** See "Using HTC Sync" in the Sync chapter for details.

- **SIM card** See "Importing contacts from your SIM card" in this chapter for details.

- **Facebook** See "Adding an account" in the Sync chapter for details.

People screen

The People screen gives you easy access to all your contacts, as well as even faster access to the people and groups of people you contact most often.

The People screen has the following tabs:
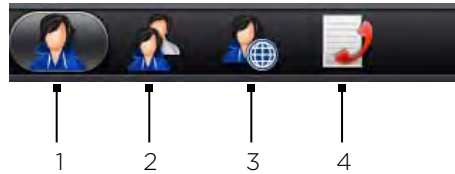
1	All tab
	Gives you access to all contacts on your phone, including Google contacts, Exchange ActiveSync contacts, Phone contacts, contacts stored on your SIM card, and Facebook contacts. You can also use this tab to open or update My contact card. For more information, see "Setting up My Contact Card" in this chapter.
2	Groups tab
	Lets you assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. For more information, see "Contact groups" in this chapter.
3	Online directories tab
	Search for contacts on your online directories such as your Exchange ActiveSync or Facebook account to copy to your phone.
4	Call history tab
	Lists all your dialed numbers and received and missed calls. See "Using Call History" in the Phone calls chapter.

Setting up My contact card

My contact card provides a convenient way to store your personal contact information so that you can easily send it via SMS, MMS, email, or Bluetooth.

1. Press HOME, and then tap [⊙] > People.

2. On the All tab of the People screen, tap Me, and then tap Tap here to edit contact.

If you are logged in to your Facebook account through Facebook for HTC Sense, instead of Me, you will see your the name you use in Facebook.

3. Enter your name and contact details.

4. Tap Save.

Your contacts list

The All tab of the People screen shows all your contacts, including Google contacts, Exchange ActiveSync contacts, Phone contacts, contacts stored on your SIM card, and Facebook contacts.

If you signed in to your Google Account and Facebook account when you first set up the phone, your contacts from those accounts will appear in the contacts list when you open People.
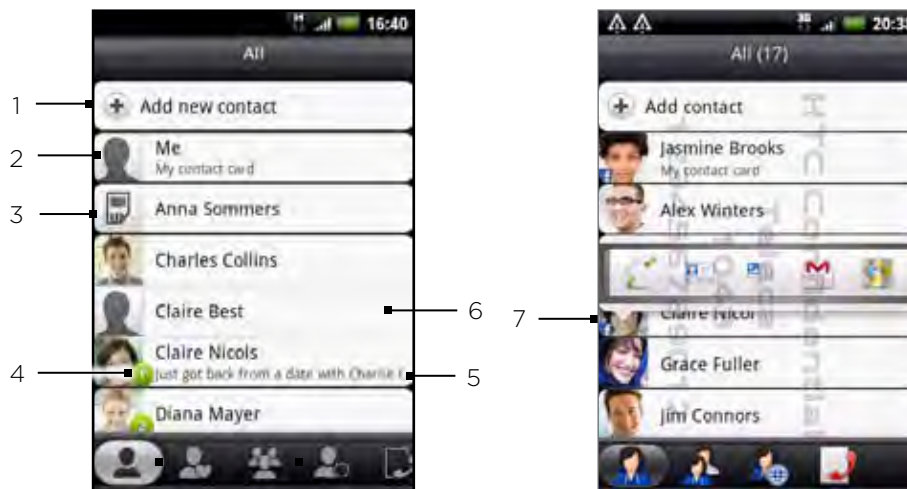
1	Create a new contact.
2	Tap to edit your My Contact Card.
3	SIM card contact
4	This icon appears when the contact: ▪ Has sent you a new text or email message, or tried to call you but you missed the call. ▪ Has updated his or her Facebook profile or has added photos on Flickr or Facebook. ▪ Has upcoming Facebook events.
5	This appears when the contact is a Facebook contact or you link the contact to his or her Facebook account.
6	Tap to open the Contact Details screen for that contact.
7	Tap the photo or icon to open a menu where you can quickly choose how to communicate with the contact. Depending on the contact information stored, you can call, send a message or email, see the contact's Facebook profile, and map his address in Google Maps.

> To view only contacts of a particular type, for example Google contacts or Facebook contacts, press MENU, tap **View**, and select the contact types.

Adding a new contact

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, tap **Add contact** at the top of the screen.

3. Select the **Contact account**, for example **Google** or **Microsoft Exchange ActiveSync**. This determines which account the contact will sync with. For more information, see "Ways of getting contacts into your phone" in this chapter.

4. Do one of the following:

   ▪ For Google, Exchange or Phone contact type, tap the **Name** field, enter the first and last name of the contact, and choose the order in which to display the names. Tap **OK**.

   ▪ For SIM contact type, tap the **Name** field, and then enter the name.

5. Enter the contact information in the fields provided.

6. Scroll to the bottom of the screen, and then tap **Save**.

Importing contacts from your SIM card

You can copy all your SIM contacts to your phone. You can import them as Phone contacts, Google contacts, or Exchange ActiveSync contacts, if you have set up the relevant accounts.

1. Press HOME, and then tap [icon] > **People**.

2. On the All tab, press MENU, and then tap **Import/Export > Import from SIM card**.

3. If you have Google or Exchange ActiveSync accounts set up on your phone, tap the type for the imported contacts.

4. Do one of the following:

   ▪ To import all contacts, press MENU, and then tap **Import all**.

   ▪ To import a contact, tap the contact on the screen.

Importing contacts from online directories

Access contacts from your online accounts and copy them to the phone.

1. Press HOME, and then tap [icon] > **People**.

2. On the **Online directories** tab, select the account where you want to copy contacts from.

3. Search for the contact you want to copy to your phone.

4. Tap **Save to People**.

Merging contact information

Merge duplicated contacts on your phone to avoid clutter and confusion. If you have the same contact appear in your Phone, Google, and Facebook accounts, you can merge the contact information into one contact.

The phone automatically merges contacts that it finds to have similar data. If you need to manually merge contacts or break the link between contacts, follow the procedures below.

Manually merging contact information

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, tap the name of the contact (not the icon or photo) you want to merge with another contact on your phone.

3. At the upper right corner of the screen, tap [icon] or [Link icon] (if there are suggested links.)

4. On the screen, you can:

   ▪ If there are suggested links, tap [icon] to link the contact to the selected account.

   ▪ Tap one of the options available in the **Add contact** section.

5. Tap **Done**.

Breaking the contact information link between contacts

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, tap the name of the contact (not the icon or photo) whose contact information link you want to break.

3. On the upper right corner of the screen, tap [icon].

4. On the **Linked contacts** section, tap [icon] beside the name of the contact to break the link.

5. Tap **Done**.

Editing a contact's information

1. Press HOME, and then tap [icon] > **People**.

2. On the All tab, press and hold the contact, and then tap **Edit contact**.

3. Enter the new information for the contact.

4. Scroll to the bottom of the screen, and then tap **Save**.

Searching for a contact

1. Press HOME, and then tap [icon] > **People**.

2. Press the SEARCH button on the phone.

3. In the search bar, enter the first few letters of the first or last name of the contact you are looking for. Matching contacts are displayed.

[icon] If the list of matching contacts is long, you can view more results by tapping [icon] to hide the onscreen keyboard.

4. Tap the contact to open his or her Contact Details screen. See "The Contact Details screen" in this chapter for details.

Backing up your contacts to the storage card

1. Press HOME, and then tap [icon] > **People**.

2. Press MENU, and then tap **Import/Export > Export to SD card**.

3. When asked to confirm, tap **OK**.

Importing contacts from the storage card

1. Press HOME, and then tap [icon] > **People**.

2. Press MENU, and then tap **Import/Export > Import from SD card**.

[icon] You can only import contacts that were exported to the storage card using the **Export to SD card** feature on the phone. See "Backing up your contacts to the storage card.:

3. If you have Google or Exchange ActiveSync accounts set up on your phone, tap the type for the imported contacts.

[icon] Press BACK to stop importing contacts from the storage card.

Deleting contacts

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, press MENU, and then tap **Delete contacts**.

3. Select the contacts you want to delete, and then tap **Delete**.

4. When prompted, tap **OK**.

Sending contact information as a vCard via MMS

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, press and hold the name of the contact (not the icon or photo) whose contact information you want to send, and then tap **Send contact as vCard**.

3. Select the type of information you want to send, and then tap **Send**.

4. Enter the recipient's number or email address, and then tap **Send**.

You cannot send a vCard using SMS.

You can also send the vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

Sending your contact information as a vCard via MMS

1. Press HOME, and then tap [icon] > **People**.

2. On the **All** tab, tap **[Your name] My contact card**.

3. Press MENU, and then tap **Send my contact info**.

4. Select the type of information you want to send, and then tap **Send**.

5. Enter the recipient's number or email address, and then tap **Send**.

You cannot send a vCard using SMS.

You can also send your contact vCard via Bluetooth. To learn how to send files through Bluetooth, see the Bluetooth chapter.

Contact groups

On the **Groups** tab, you can assign contacts to groups so you can easily send an SMS, MMS, or email message to a whole group. You can also sync groups on your phone with the groups in your Google account, accessible via your computer's web browser.

Creating a group and adding contacts

1. Press HOME, and then tap [⊙] > **People**.

2. On the **Groups** tab, at the top of the screen, tap **Add group**.

3. Enter a name for the group, and then tap **Add contact to group**.

4. Select the contacts you want to add to the group, and then tap **Save**.

   If your contacts list is long, you can use the search bar to search for contacts quickly, or tap 🎹 to hide the onscreen keyboard and scroll through the list.

5. Tap 🔲 to add a group from photo.

6. Tap **Save**.

Deleting a group

1. Press HOME, and then tap [⊙] > **People**.

2. On the **Groups** tab, press and hold the group you want to delete, and then tap **Delete group**.

   You can only delete groups that you have created.

Adding or removing contacts from a group

1. Press HOME, and then tap [⊙] > **People**.

2. On the **Groups** tab, press and hold the group, and then tap **Edit group**.

3. You can:

   - Tap the group name to change the name. You can only change the name for groups that you have created.

   - Tap the icon to the left of the group name to change or remove the group photo.

   - To add contacts to the group, tap **Add contact to group**, select the contacts you want to add, and then tap **Save**.

   - To remove a contact from the group, tap ✖ at the right side of the contact name, and then tap **Save**.

Sending an SMS/MMS message or email to a group

1. Press HOME, and then tap > **People**.

2. On the **Groups** tab, tap the group you want to send an SMS/MMS message or email to.

3. Slide to the **Detail** tab , and then do one of the following:

    - Tap **Send group message** to send an SMS/MMS message to the group. For information about composing and sending messages, see the Messages chapter.

    > You will be charged by your mobile provider for each message sent. For example, if you send a message to a group of five people, you will be charged for five messages.

    - Tap **Send group mail** to send an email to the group. For information on composing and sending email, see the Email chapter.

Contact information and conversations

When you tap a contact on the People screen, the Contact Details screen opens, showing you the information stored for that contact, exchanged messages and phone calls with that contact, Facebook notifications, and more.

The Contact Details screen has the following tabs:

1   2   3   4   5   6

1	Contact card tab
	Shows the information you have stored for the contact, and allows you to get in touch with the contact directly by tapping any of the displayed methods. For example, if the contact has a stored work phone number, tap **Call Work** to call that number. You can also add one of the contact's phone numbers as a speed dial number. For information, see "To add a contact to speed dial" in this chapter.
2	Messages tab
	Shows your exchanged SMS messages with the contact. Tap a message to view it. To send a new message, press MENU and tap **Send message**. For more information about messages, see. Chapter 5.
3	Mail tab
	Shows email messages you have received from the contact. Tap an email message to view it. To send a new email message, press MENU and tap **New mail**. For more information about email, see Chapter 5.
4	Updates and events tab
	Shows the contact's Facebook status, updates, and events, and shows when he or she uploads new photos to Flickr. When there is a notification of the contact's birthday, you can tap the notification to call the contact directly or send a message greeting. You need to be logged in to your Facebook account to see the updates and events. If you are not logged in, tap **Link to Facebook**.
5	Photos tab
	Shows the contact's Facebook and Flickr photo albums. Tap an album to look at the photos in the album. You need to be logged in to your Facebook and Flickr accounts to see the photo albums. If you are not logged in, tap **Link to Facebook** and/or **Link to Flickr**.
6	Call history tab
	Lists all your incoming, outgoing, and missed calls to and from the contact. Tap a list item to call the contact using the displayed number.

People widget

Put the group of people you contact most right on the Home screen of your phone by adding them as the People widget. Using the People widget, you can instantly place a call, send a message, or view details of a favorite contact with a single tap.

Adding the People widget

Slide your finger left or right on the Home screen to find the People widget. If you do not find the People widget on the Home screen, follow this procedure to add the widget to the Home screen.

1. Press HOME, and then tap [+] > **HTC widget** > **People**.

2. Choose the widget style, and then tap **Select**.

3. Select the group you want to add as a widget.

4. Drag the widget to a blank space on a Home screen, and then release.

Setting the default communication method

1. Press HOME, and then go to the People widget.

2. Tap a contact on the widget.

3. On the Select default action screen, tap the communication method you want for the contact.

Changing the default communication method

If you want to change the default action for communicating with a contact on the People widget, you must first remove this contact from the group. Add this contact back to the group, and then choose the new communication method.

1. Remove the contact from the group. See "Adding or removing contacts from a group" for details.

2. Add the contact back to the group. See "Adding or removing contacts from a group" for details.

3. Choose the default communication method See "Setting the default communication method" for details.

Getting in touch with a contact

1. Press HOME, and then go to the People widget.

2. Tap a contact on the widget. The default communication method will be performed.

    If you have not set a default communication method, the Select default action screen will open. See "Setting the default communication method" in this chapter for details.

Social

Facebook for HTC Sense

View your Facebook® updates in supported applications on the phone. By signing in to Facebook for HTC Sense, your Facebook contacts and their contact details are downloaded to People, you can browse through Facebook photo albums in Photos, and read Facebook status updates in Friend Stream. To learn how to sign in to Facebook for HTC Sense, see the Sync chapter.

[XXX Images showing People, Friend Stream, and Photos]

To learn about the Facebook application on the phone, see "Facebook" in this chapter.

Using the Facebook application

The **Facebook**® application on your phone lets you keep up and stay close with your friends in Facebook. It offers most of the features that you are familiar with when using Facebook on your computer.

1. Press HOME, and then tap [icon] > **Facebook**.

2. If this is your first time to use Facebook, follow the onscreen instructions to sign into your Facebook account.

3. On the News Feed screen, press MENU, and then tap **Home** to access the other functions.

> - While on the Facebook home screen, press MENU, and then tap **Settings** to set refresh and notification options.
> - On some Facebook screens, you can press and hold an item to open an options menu.

With the Facebook application, you can:

- Share your thoughts and check other people's status updates.

- View your friends list and write on someone's wall.

- Comment on and like a friend's post.

- View someone's personal information, including photo albums.

- Check your Facebook notifications.

- Take a photo and upload it straight to your Facebook account.

Adding the Facebook widget

Add the Facebook widget to the Home screen to let you quickly share your thoughts and view your friends' status updates.

1. Press HOME, and then tap [+ icon] > **Android widget** > **Facebook**.

2. Choose the widget style, and then tap **Select**.

3. Drag the widget to a blank space on the Home screen, and then release.

Twittering on your phone

Peep is a Twitter™ client that lets you enjoy "twittering" on your phone. Send out tweets, read and receive tweets from people, search for new Twitter users to follow, all from your phone.

1. Press HOME, and then tap [icon] > **Peep**.

2. If you did not sign in to your Twitter account when you first turned on the phone, follow the onscreen instructions to sign in to your Twitter account.

3. Peep opens in the **All Tweets** tab. Slide your finger on the bottom row to go to the tab you want.

Peep screen

1	Tap to view the Twitter user's profile. This also shows you all tweets from this Twitter user.
2	Tap to enter a tweet to send out.
3	Press and hold to open the options menu to let you reply, send a direct message, retweet, add to favorite, and view the profile.
4	Shows all the tweets from people you follow and tweets that you have sent out.
5	Shows all tweets that mentions your username using the "@[your username]" convention.
6	Shows all private/direct messages that you have received or sent out.
7	Shows tweets that were marked as favorites.

Sending a tweet

1. Press HOME, and then tap [icon] > **Peep**.

2. On the **All Tweets** tab, tap the text field with the words "What's happening?".

3. Enter your tweet, and then tap **Update**. Before tapping **Update**, you can:

   - Tap [icon] to post a picture from Photos or Camera to your default photo hosting site and add the link to the picture into the tweet.

   - Tap [icon] to insert your location into the tweet. You can choose to add a map link, insert your location name, or insert your position coordinates.

Searching for Twitter users to follow

1. Press HOME, and then tap ![icon] > **Peep**.

2. While on the Peep screen, press the SEARCH button.

3. Tap the text field with the words "Search Twitter", enter the search criteria, and then tap ![icon] .

4. On the Search result screen, scroll through the list, and then tap the twitter user you want to follow.

⟁ The search results will also list down tweets that contain the search word.

5. Press MENU, and then tap **Follow**.

Unfollowing a Twitter user

1. Press HOME, and then tap ![icon] > **Peep**.

2. On the **All Tweets** tab, tap Twitter user you want to stop following.

3. Press MENU, and then tap **Unfollow**.

Sending a direct message

You can only send a direct message to someone who is following you.

1. Press HOME, and then tap ![icon] > **Peep**.

2. Press MENU, and then tap **New message**.

💡 You can also send a direct message from the **All Tweets** or **Direct Message** tab. On the All Tweets or Direct Message tab, press and hold the person you want to send the direct message to, and then tap **Send direct message** on the options menu.

3. Tap the **To** field, and then enter the name. As you enter characters, the names of the Twitter users that match the characters you enter will appear. Tap the name when you see it.

4. Enter your message, and then tap **Update**.

Setting Peep options

1. Press HOME, and then tap ![icon] > **Peep**.

2. Press MENU, and then tap **More > Settings**. You can set these options:

Account settings

Sign out of your Twitter account.

General settings

Choose whether to show the screen name or the real name of the people you follow.

Send & receive

Set the frequency to check for new tweets and set the number of tweets to download.

Services

Set your photo hosting site, photo quality, location options, and URL shortening host.

Notification settings

Select when to be notified and how you want to be notified.

Adding the Twitter widget

Add the Twitter widget to let you send and follow your tweets right on the Home screen.

1. Press HOME, and then tap [+] > **HTC widget** > **Twitter.**

2. Choose the widget style, and then tap **Select**.

3. Drag the widget to a blank space on the Home screen, and then release.

Using Friend Stream

Streamline your social network accounts through Friend Stream. Update your status simultaneously, view status updates, and look through photo updates from your Facebook, Twitter, and other social network accounts using Friend Stream.

1. Press HOME, and then tap [icon] > **Friend Stream**.

2. If you are not signed in to a social network account, you will be asked to sign in to at least one of the social network accounts.

3. Friend Stream opens in the **All Updates** tab. Slide your finger on the bottom row to go to the tab you want.

Friend Stream screen

Only updates from accounts that you are signed in to will be shown.
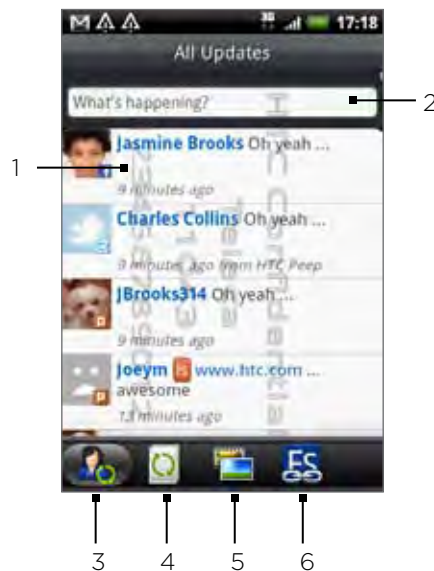
1	Depending on the type, tap to open Peep, post a Facebook comment, respond to a plurk, look at the Flickr album, or open the link in the web browser.
2	Tap to enter and send a status update.
3	Shows all the messages from the social network accounts that you are signed in to.
4	Shows only status updates from Facebook, Plurk, and Twitter.
5	Shows only photo updates from Facebook and Flickr.
6	Shows only links posted on Facebook.

Updating your status

1. Press HOME, and then tap [icon] > **Friend Stream**.

2. On the **All Updates** tab, tap the text field with the words "What's happening?".

3. Tap [icon], and then on the Update Status dialog box, select which accounts you want the status update to be posted. Tap **Done**.

> Only the accounts that you are signed in to will be shown on the dialog box.

4. Enter your status update, and then tap **Update**.

Adding the Friend Stream widget

Add the Friend Stream widget so you can update your status simultaneously and view status updates from your social network accounts right on the Home screen.

1. Press HOME, and then tap [icon] > **HTC widget** > **Friend Stream.**

2. Choose the widget style, and then tap **Select**.

3. Drag the widget to a blank space on the Home screen, and then release.

Chatting in Google Talk

Google Talk is Google's instant messaging program. It lets you communicate with other people that also use Google Talk.

Signing in to Google Talk

If you signed in to your Google Account when you first set up the phone, you are already signed in to Google Talk.

1. Press HOME, and then tap [⊙] > **Talk** > **Next** > **Sign in**.

2. Enter your Google Account username and password, and then tap **Sign in**.

When you are signed in to Google Talk, your online status in Google Talk will also appear in other Google Apps such as Gmail/Google Mail and Google Maps.

Signing out of Google Talk

If you are not going to use Google Talk for an extended period of time, we recommend that you sign out of Google Talk to save battery power.

1. Press HOME, and then tap [⊙] > **Talk**.

2. In the Friends list, press MENU, and then tap **More** > **Sign out**.

Chatting with friends

Starting a chat

1. Press HOME, and then tap [⊙] > **Talk**.

2. Tap a friend in the Friends list.

3. Chat with your friend by entering text in the text box at the bottom of the screen.

To insert a smiley, press MENU, and then tap **More** > **Insert smiley**. Tap a smiley to insert it into your message.

4. After entering your message, tap **Send**.

Accepting an invitation to chat

When a friend sends you a Google Talk message, you receive a notification. Their entry in the Friends list turns white and displays the message.

Do one of the following:

- In the Friends list, tap the friend who sent you the invitation to chat.

- Open the Notifications panel, and then tap the chat notification. See "Opening the Notifications panel" in the Basic chapter to learn how to open the Notifications panel.

Returning to the Friends list

While on a chat screen, press MENU, and then tap **Friends list**.

Switching between active chats

You can switch between chats if you have more than one chat going.

1. While on a chat screen, press MENU, and then tap **Switch chats**.

2. On the screen that opens, tap the friend you want to chat with.

Inviting a friend to join a group chat

1. While on a chat screen, press MENU, and then tap **Add chat**.

2. Tap the friend you want to invite. The friend you invited and the current participants receive an invitation to a group chat. Each one who accepts the invitation joins the group chat.

Chatting on or off the record

Your Google Talk messages are stored, so you can review them later and even search for them in the Chats folder in Gmail/Google Mail. But, if you'd rather not store the messages in a chat, you can go off the record.

1. On a chat screen, press MENU, and then tap **Chat off record**.

To resume saving the messages in the chat, press MENU, and then tap **Chat on record**.

Ending a chat

Do one of the following:

▪ In the Friends list, press and hold the friend you want to stop chatting with, and then in the menu that opens, tap **End chat**.

▪ While on a chat screen, press MENU, and then tap **End chat**.

Changing your online status and picture

Changing your online status

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, tap the online status icon ([icon]) beside your name, and then select the status you want on the options menu.

In addition to the standard status settings described in the table, you can also select a message that you've entered previously. Or tap **Clear custom messages** to erase them and start over.

Your status and any message appear in your contact's Friends lists and in other locations where your status or status message are displayed.

Changing your status message

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, tap the text box to the left of your online status icon, and then enter your status message.

3. On the onscreen keyboard, tap [icon].

Changing your picture

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, tap the picture to the left of your status message.

3. In the Select an album screen, tap the album where the picture you want to use is located.

4. Tap the picture you want to use.

5. Drag the green box to select the portion of the picture to crop, and then tap **Save**.

Managing your Friends list

Adding a friend

You can invite anyone with a Google Account to become your friend in Google Talk, so you can chat with each other and view each others' online status.

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press MENU and then tap **Add friend**.

3. Enter the Google Talk instant messaging ID or Google email address of the friend you want to add.

Accepting an invitation to become a friend

When a contact invites you to become a friend in Google Talk, you receive a notification in the Status bar and the invitation appears in your Friends list.

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, tap **Chat invitation**.

3. Do one of the following:

   - Tap **Accept** in the menu that opens to accept the invitation.

   - Tap **Cancel** if you don't want to chat with and share your Google Talk status with the sender.

Viewing the list of pending invitations to friends

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press MENU, and then tap **Invites**. All the friends to whom you've extended invitations to become friends on Google Talk appear in the list until they accept or cancel your invitation.

3. Tap a pending invitation, and then tap **Accept** or **Decline**.

Viewing all friends or only those most popular with you

By default, only the friends that you frequently chat with — the most popular — are shown in the Friends list. But you can view all friends instead.

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press MENU, and then tap **All friends**. To switch back to just the friends with whom you chat most frequently, tap **Most popular** in the menu.

Making a friend popular

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press and hold a friend's name.

[icon] If you cannot see the friend, press MENU, and then tap **All friends**.

3. In the options menu, tap **Always show friend**.

Blocking a friend

You can block a friend from sending you messages. When blocked, your friend is also removed from your Friends list.

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press and hold the friend's name you want to block.

[icon] If you cannot see the friend, press MENU, and then tap **All friends**.

2. In the options menu, tap **Always show friend**. Your friend is removed from your friends list and is added to the blocked friends list.

[icon] To unblock a friend, in the Friends list, press MENU and then tap **Blocked**. In the Blocked friends list, tap the name of the friend you want to unblock, and then tap **OK** when prompted.

Changing Google Talk settings

Setting notifications for new Google Talk messages

You can set the phone to play a sound, vibrate, or display a notification icon in the status bar each time you receive a new instant message.

1. Press HOME, and then tap [icon] > **Talk**.

2. In the Friends list, press MENU and then tap **More > Settings**.

3. Select the **IM notifications** check box to receive a notification ([icon]) in the status bar when a new instant message arrives.

4. Do of the following:

   - Tap **Select ringtone** to select the ring tone to use when a new instant message arrives. The ring tone briefly plays when selected. If you don't want a ring tone to play when you receive a new Google Talk message, select Silent.

   - Select the **Vibrate** check box to vibrate your phone when you receive a new Google Talk message.

Showing or hiding the mobile indicator to friends

You can check what type of device your friend is using to chat in Google Talk. In the friends list, check the image that appears to the right of your friend's name.

1. Press HOME, and then tap [⊙] > **Talk**.

2. In the Friends list, press MENU, and then tap **More > Settings**.

3. Select the **Mobile indicator** option.

> **Kevin**
> Away
>
> Indicates that the friend is using an Android phone.

Setting whether you sign into Google Talk automatically

You can sign in to your Google Talk account automatically every time you turn on your phone.

1. Press HOME, and then tap [⊙] > **Talk**.

2. In the Friends list, press MENU, and tap **More > Settings**.

3. Select the **Automatically sign in** check box.

Messages

Sending Text and Multimedia Messages

Messages lets you compose and send text (SMS) and multimedia messages (MMS) to other mobile phones.

To open your message inbox, press HOME, and then tap > **Messages**.

If the list of messages does not fit on the screen, you can scroll down to view more messages by swiping your finger on the screen or the optical trackball.
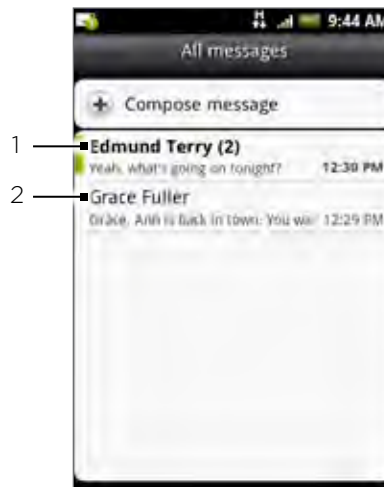
| 1 | Bold text indicates unread messages in the thread. |
| 2 | Tap to open the message or message thread and read the text or view the picture message.. |

SMS and MMS messages

Send short text messages (SMS) and multimedia messages (MMS) to other mobile phones. If you exceed the limit on the number of characters for a single text message, your text message will be delivered as one but will be billed as more than one message. These are called concatenated messages.

Multimedia messages, can contain text and a picture, a recorded voice, an audio or video file, a picture slideshow, contact card (vCard), or appointment (vCalendar).

The Messages application automatically converts a text message into a multimedia message when you enter an email address in the To field, add a message subject, attach an item, or compose a very long message.

Sending a text message

1. Press HOME, and then tap > **Messages**.

2. On the All messages screen, tap **Compose message**. The Compose screen opens.

3. Fill in one or more recipients. You can:

- Enter phone numbers directly in the To field. If you're sending the message to several phone numbers, separate the phone numbers with a comma.
As you enter information, any matching phone numbers from your contacts list are displayed. Tap a match to enter that number or address directly.

- Tap the ▣ icon, and then select the phone numbers of the contacts to whom you want to send the message. You can also select contact groups as recipients.
When you have selected all the message recipients, tap **Done**.

4. Tap the text box that contains the text "Tap to compose", and then start composing your message.
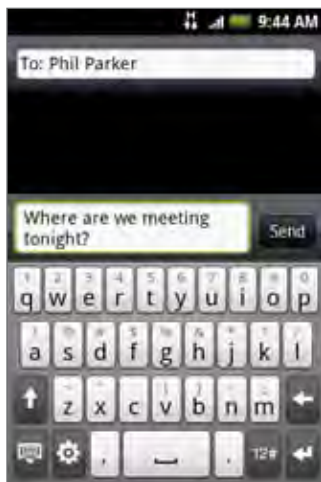
5. When done, tap **Send** to send the text message.

To receive delivery reports and know when a text message is received, in the All messages screen, press MENU and then tap **Settings**. In the SMS settings section, select the **Delivery reports** check box.

Sending a multimedia (MMS) message

1. Press HOME, and then tap ▣ > **Messages**.

2. On the All messages screen, tap **Compose message**. The Compose screen opens.

3. Fill in one or more recipients. You can:

- Enter phone numbers or email addresses directly in the To field. If you're sending the message to several recipients, separate the phone numbers or email addresses with a comma.
As you enter information, any matching phone numbers or addresses from your contacts list are displayed. Tap a match to enter that number or address directly.

- Tap the ▣ icon, and then select the contacts to whom you want to send the message. You can also select contact groups as recipients. When you have selected all the message recipients, tap **Done**.

You can add a subject line by pressing MENU and then tapping **Add subject**.

4. Tap the text box that contains the text "Tap to compose", and then start composing your message.

5. Press MENU and then tap **Attach**.

6. On the Attach window, select from the following file attachments:

   ▪ **Picture**. Select **Camera** to take a photo and attach it, or **Pictures** to attach a photo from your storage card.

   ▪ **Video**. Select **Camcorder** to capture a video and attach it, or **Videos** to attach a video from your storage card.

   ▪ **Audio**. Select **Voice Recorder** to make a voice recording and attach it, or **Files** to attach a music file or voice recording from your storage card.

   ▪ **Location**. You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.

   ▪ **Contact (vCard)**. Select a contact from your phone, and then select which contact information you want to attach.

   ▪ **Appointment (vCalendar)**. Select the calendar event you want to attach.

   ▪ **Slideshow**. Opens the Edit slideshow screen. Tap **Add slide** to create a new slide. Tap the created slide (for example, Slide 1), tap **Insert picture**, and then select the picture you want to add to the slide. You can also navigate to the text box and enter a caption for the picture. When finished, tap **Done** to attach the slideshow to your message.

   ▪ When editing multiple slides, tap [⌄] to edit the next slide or tap [⌃] to return to the previous slide.

   ▪ While editing the slideshow, press MENU to let you preview the slideshow, add music or video to a slide, remove a slide, and more.

7. When you have finished composing the multimedia message, tap **Send**.

To receive delivery reports and know when a picture message is received, in the All messages screen, press MENU, and then tap Settings. Select the **Delivery reports** check box in the MMS settings section.

Saving and resuming a draft message

While composing a text or multimedia message, press BACK to automatically save your message as a draft. To resume composing the message:

1. On the All messages screen, press MENU, and then tap **Draft**.

2. Tap the message to resume editing it.

3. When you finish editing the message, tap **Send**.

New message notifications

Depending on your notification settings, the phone will play a ring tone, vibrate, or display the message briefly in the status bar when you receive a new text or multimedia message. To change the notification for new text and multimedia messages, see "Setting text and multimedia message options" later in this chapter.

A new message icon ⊡ also appears in the notifications area of the status bar to notify you of a new text or multimedia message. The **Messages** application icon (if shown on the Home screen) also displays the number of new messages ⊡.

To open the message, press and hold the status bar, and then slide the status bar down to open the Notifications panel. Tap the new message to open and read it. For information on reading and replying to messages see "Managing message conversations" in this chapter.

WAP push messages

WAP push messages contain a web link. Often, the link will be to download a file that you have requested, for example a ring tone.

When you receive a WAP push message, a notification icon ![icon] is displayed in the status bar.

Opening the link contained in a WAP push message

1. Press and hold the status bar, and then slide the status bar down to open the Notifications panel.

2. Tap the new message.

3. Tap Visit website.

Viewing all your WAP push messages

1. Press HOME, and then tap ![icon] > Messages.

2. Press MENU, and then tap Push messages.

Managing message conversations

Text and multimedia messages that are sent to and received from a contact (or a number) are grouped into conversations or message threads in the All messages screen. Threaded text or multimedia messages let you see exchanged messages (similar to a chat program) with a contact on the screen.

Reading a text message

Do one of the following:

- On the All messages screen, tap the text message or message thread to open and read it.

- If you have a new message notification, press and hold the status bar, and then slide the status bar down to open the Notifications panel. Tap the new message to open and read it.

To return to the All messages screen from a text message thread, press MENU and then tap **All messages**.

- To view the details of a particular message, in the message thread, press and hold the message to open the options menu, and then tap **View message details**.
- If a message contains a link to a web page, tap the link to let you open the link in Browser or add the URL as a bookmark.
- If a message contains a phone number, tap the message to open Dialer so you can call the number.

Viewing a multimedia message

1. Press HOME, and then tap ⬚ > **Messages**.

2. On the All messages screen, tap a multimedia message or message thread to open it.

3. Tap the attachment to open it.
   If the attachment is a vCard contact, it is imported to your Phone contacts list. For information about contacts, see the People chapter.
   If the attachment is a vCalendar file, you can choose the calendar where you want to save the event. For information on using Calendar, see the Calendar chapter.

4. To save the attachment to the storage card, press and hold the sender's name or number, and then tap **Save [attachment type]** on the options menu.

- When **Auto-retrieve** in MMS settings is disabled, only the message header is downloaded. To download the entire message, tap the **Download** button at the right side of the message. For details, see "Setting text and multimedia message options" later in this chapter.
- If you are concerned about the size of your data downloads, check the multimedia message size before you download it.

Replying to a text or multimedia message

1. Press HOME, and then tap ⬚ > **Messages**.

2. On the All messages screen, tap a text or multimedia message thread to open it.

3. Tap the text box at the bottom of the screen, enter your reply message, and then tap **Send**.

To reply to a text message with a multimedia message, open the text message, press MENU and then tap **Add subject**, or **Attach**. The text message is automatically converted into a multimedia message.

Protecting a message from deletion

You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. Press HOME, and then tap [icon] > **Messages**.

2. On the All messages screen, tap the message thread that you want to delete.

3. Press and hold the message that you want to lock

4. Tap **Lock message** on the options menu.

A lock icon [icon] is displayed at the right hand side of the message.

Deleting a message thread

1. Press HOME, and then tap [icon] > **Messages**.

2. On the All messages screen, tap the message thread that you want to delete.

3. Press MENU, and then tap **Delete**.

4. When prompted to confirm, tap **OK**.

[tip icon] Any locked messages in the thread will not be deleted unless you select the **Delete locked messages** check box.

Deleting several message threads

1. Press HOME, and then tap [icon] > **Messages**.

2. On the All messages screen, press MENU, and then tap **Delete**.

3. Select the message threads you want to delete.

4. Tap **Delete**. Any locked messages will not be deleted.

Deleting a single message

1. While viewing a message thread, press and hold the message that you want to delete.

2. If the message is locked, tap **Unlock message** on the options menu, and then press and hold the message to display the option menu again.

3. Tap **Delete message** on the options menu.

4. When prompted to confirm, tap **OK**.

Viewing contact details and communicating with a contact

When you have received a message from someone in your stored contacts, you can tap the contact's photo or icon in the message thread to open a menu of options. Depending on the stored contact information, you can view the contact details, phone or send an email message to the contact, and more.

Setting text and multimedia message options

Press HOME, and then tap [icon] > **Messages**. On the All messages screen, press MENU and then tap **Settings** to set the text or multimedia message options. You can set the following:

SMS settings

Delivery reports

Select this option to receive a report on the delivery status of your message.

Service Center

Displays the message service center number used. Tap to change the number. It is recommended that you do not change the number here for it may cause problems in receiving and sending messages.

Manage SIM card messages

Tap to view text messages stored on your SIM card. You can also delete or copy these messages to your phone's memory.

MMS settings

Delivery reports

Select this option to receive a report on the delivery status of your message.

Read reports

Select this option if you want to receive a report whether each recipient has read or has deleted the message without reading it.

Auto-retrieve

Select this option to automatically retrieve all your MMS messages completely. When selected, the MMS message header plus the message body and attachments will automatically download to your phone. If you clear this check box, only the MMS message header will be retrieved and shown in your All messages screen.

Roaming auto-retrieve

Select this option to automatically retrieve all your MMS messages completely when roaming. This may incur significant phone charges.

Priority setting

Set the message priority of MMS messages sent.

Maximum message size

Set the maximum file size of an MMS message. The MMS message will not be sent out if it exceeds the file size set here.

Received messages

Received notification

Select this option if you want to receive a notification in the status bar when a new text or multimedia message arrives.

Play notification sound

If you want the phone to ring when a new message arrives, select this option.

Notification sound

Select a ring tone that is specific to new text and multimedia messages. Note that the ring tone briefly plays when selected.

Vibrate

Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

Sent messages

Sent notification

Select this option if you want to receive a notification in the status bar when a message is sent successfully.

Failure notification

Select this option if you want to receive a notification in the status bar when a message is not sent successfully.

Play notification sound

If you want the phone to ring when a sent or failure notification is received, select this option.

Notification sound

Select a ring tone that is specific to sent or failure notifications. Note that the ring tone briefly plays when selected.

Vibrate

Select this option if you want the phone to vibrate when a new text or multimedia message arrives.

Adding the Messages widget

Add the Messages widget to let you read your messages on the Home screen. To learn how to add widgets, refer to "Adding an HTC widget" in the Personalizing chapter.

Email

Using Gmail/Google Mail

Gmail/Google Mail is Google's web-based email service. Gmail/Google Mail is configured when you first set up your phone. Depending on your synchronization settings, Gmail/Google Mail on your phone is automatically synchronized with one or more Gmail/Google Mail accounts on the web. For more information about synchronization, see "Synchronizing with a Google account" in the Sync chapter.

Viewing your Gmail/Google Mail inbox

The Inbox conversations list is your default Gmail/Google Mail view. All your received emails are delivered to your Inbox.

Gmail/Google Mail groups each message you send with all the responses you receive. This conversation list continues to grow as new replies arrive, so you can always see your messages in context. A new message or a change to the subject of a current message will begin a new conversation.

1. Press HOME, and then tap [icon] > **Gmail/Google Mail**.

2. To scroll through the conversation list:

    - Slide your finger up/down on the screen.

    - Swipe up/down on the optical trackball.
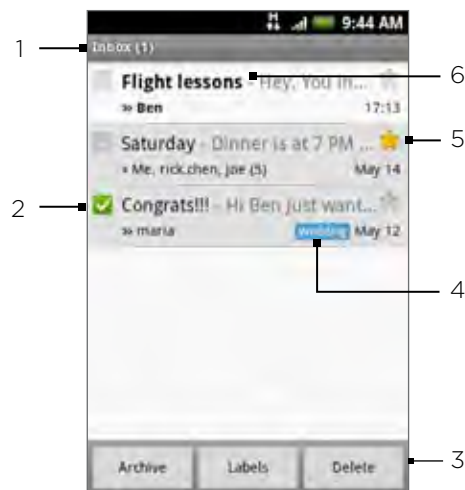
1	Folder (or Label) and number of unread email messages.
2	Checked email. Select one or more emails to apply an action. Note: Batch operations needs to be enabled.
3	**Actions for checked email(s). This will not show if there is no item selected in the inbox.**
4	Message label.
5	Starred message. Tap to add or remove the star.
6	Unread messages are displayed in bold.

Switching to another Gmail/Google Mail account

If you have set up more than one Gmail/Google Mail account on your phone, you can switch between accounts.

1. While viewing the Inbox, press MENU, and then tap **Accounts**.

2. Tap the account to switch to.

Reading your messages

Depending on your notification settings, the phone plays a ring tone, vibrates, or displays the email message briefly in the status bar when you receive a new email. A new email message icon @ also appears on the notifications area of the status bar to notify you of a new email. For more information on email notification settings, refer to "Changing Gmail/Google Mail settings" later in this chapter.

For information on automatic email synchronization, see "Gmail/Google Mail synchronization settings" in this chapter.

To refresh your inbox manually, press MENU and then tap **Refresh**.

1. Do one of the following:

   - When you receive a new email notirication, press and hold the status bar, and then slide down your finger on the screen to open the Notifications panel. Tap the new email to view it.

   - While in the Inbox, tap the unread email or the conversation with the unread email to view it.

2. To scroll through the messages in the conversation:

   - Slide your finger up/down on the screen.

   - Swipe up or down on the optical trackball.

1	Message subject.
2	Message label.
3	Online status. Appears when the contact is a Google Talk friend and you are signed in to Google Talk.

3. To manage the email message or conversation, do any of the following:

    ▪ Tap **Archive** to remove the conversation from your Inbox while still keeping it stored in your Google Account.

    To display your archived messages, in the Inbox, press MENU and then tap **View labels > All Mail**.

    ▪ Tap **Delete** to delete the conversation from your Google Account. If you delete the conversation accidentally, you can tap **Undo** in the yellow bar at at the top of the screen to undelete it.

    ▪ Tap **Older** to see the previous conversation in your Inbox.

    ▪ Press MENU to see more options.

Replying to or forwarding an email message

1. In the message thread, scroll down to the end of the conversation.

2. Tap **Reply**, **Reply to all**, or **Forward**.
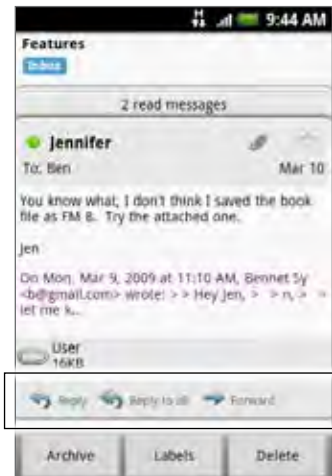
3. Do one of the following:

    ▪ If you selected **Reply** or **Reply to all**, enter your reply message.

    ▪ If you selected **Forward**, specify the message recipients.

4. Tap **Send**.

Muting a conversation

If you're part of a long message conversation that isn't relevant, you can 'mute' the conversation to keep all future additions out of your Inbox.

While viewing the message thread, press MENU and then tap **More > Mute**.

Reporting a conversation as spam

The Gmail/Google Mail webmail service works hard to prevent spam (unwanted and unsolicited "junk" mail) from reaching your Inbox. But when spam makes it through, you can help improve the service by reporting the conversation as spam.

While viewing the message thread, press MENU, and then tap **More > Report spam**.

Sending a message

1. Press HOME, and then tap ⬚ > **Gmail/Google Mail**.

2. In the Inbox, press MENU and then tap **Compose**.

3. Enter the message recipient's email address in the **To** field. If you are sending the email to several recipients, separate the email addresses with a comma. You can add as many message recipients as you want.
   As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.

   If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU and then tap **Add Cc/Bcc**.

4. Enter the email subject, and then compose your email.

5. If you want to add a picture attachment, press MENU and then tap **Attach**. Select the picture you want to attach, and then tap **OK**.

1	Recipient.
2	Subject.
3	**Attachment.**
4	Enter your message here.
5	Tap to remove the attachment.

5. After composing your message, tap **Send**.

   While composing the message, tap **Save as draft** or press the BACK button to save it as a draft. To view your draft email messages, in the Inbox, press MENU and then tap **View labels > Drafts**.

Adding a signature to your messages

You can add a signature to email messages that you send.

1. In the Inbox, press MENU and then tap **Settings > Signature**.

2. Enter your signature in the text box, and then tap **OK**.

   You can create a signature consisting of multiple lines of text. At the end of each line of text, tap ⏎ on the onscreen keyboard to create another line.

Viewing your sent messages

In the Inbox, press MENU and then tap **View labels > Sent**.

Managing conversations and messages

Searching for messages

You can search for messages that contain one or more words in their contents or in their addresses, subjects, labels, and so on. When you search for messages, all of the messages in your Gmail/Google Mail account on the web are included (except those labeled Trash or Spam), not just those that you've synchronized onto your phone.

1. In the Inbox, press SEARCH.

2. Enter the word or words to search for.

3. Tap 🔍, or tap the Enter key on the onscreen keyboard.

A conversation list opens, displaying all of the conversations with messages that contain the words you searched for. The words you searched for are displayed in the title bar. You work with the conversations in this list just as you would with the conversations in your Inbox or any other conversation list.

Starring a message

You can star an important message so that you can easily find it again. Conversations with starred messages are displayed with a star in your Inbox and other conversation lists. To view just conversations with starred messages, see "Viewing conversations by label" in this chapter.

Do one of the following:

- While reading a message, touch the star in its header.

- When viewing a conversation, touch its star to start the newest message in the conversation.

To unstar a message, touch its star again. You can also touch a star in a conversation list to unstar all messages in the conversation.

Labeling a conversation

You can organize conversations by labeling them. Gmail/Google Mail has several preset labels you can use, and you can also add your own labels, using Gmail/Google Mail on the web.

1. While viewing the messages in a conversation, press MENU and then touch **Change labels**.

2. Select the labels that you want to assign to the conversation.

Viewing conversations by label

You can view a list of the conversations that have the same label.

1. When viewing your Inbox or another conversation list, press MENU, and then touch **View labels**.

2. Touch a label to view a list of conversations with that label.

The conversation list resembles your Inbox, but the label replaces "Inbox" in the title bar. You work with labeled conversations lists in the same way as with your Inbox.

Gmail/Google Mail synchronization settings

1. Press HOME, and then tap ⊙ > **Gmail/Google Mail**.

2. Press MENU, and then tap **Settings** > **Labels**.

3. To set the number of days to synchronize, tap **Number of days to sync**.

4. To set synchronization for a particular label, tap the label. You can select to synchronize the default number of days, or you can sync all or none of the label's messages.

Working with conversations in batches

You can archive, label, delete, or perform other actions on a batch of conversations at once, in your Inbox or in another labeled list of conversations.

1. In the Inbox or other conversation list, select the check boxes for the conversations you want to work with as a batch. When you select a check box, the **Archive**, **Labels**, and **Delete** buttons are displayed at the bottom of the screen.
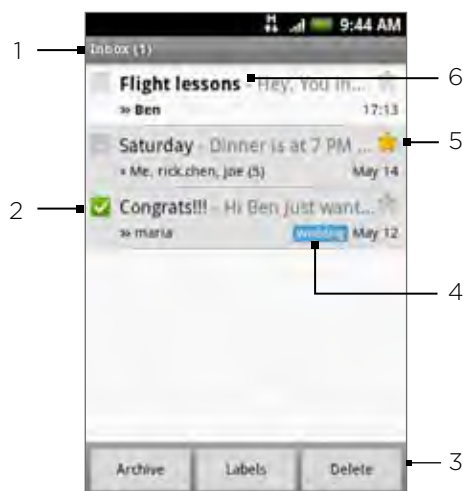
2. Tap the **Archive**, **Labels**, or **Delete** button to perform one of those actions on the batch of conversations, or press MENU for more options.

Gmail/Google Mail settings

1. Press HOME, and then tap ⊙ > **Gmail/Google Mail**.

2. In the Inbox, press MENU and then tap **Settings**.

3. Set the following options:

   - **Signature**. Tap to enter a signature that is appended at the end of your emails.

   - **Confirm delete**. Select the check box to show a confirmation box when you delete a conversation.

   - **Batch operations**. When selected, this adds a check box to the left of each conversation so you can add it to a batch. See "Working with conversations in batches" in this chapter.

   - **Clear search history**. Remove the searches you have performed.

   - **Labels**. Tap to select how many days and which Gmail/Google Mail labels to synchronize.

- **Email notifications**. Select the check box to show a notification icon on the status bar when you receive a new email.

- Tap **Select ringtone** if you want your phone to play a notification sound when a new email message arrives. On the ring tone menu, select a ring tone specific to new email messages. The ring tone plays briefly when selected. If you don't want a ring tone to play when you receive a new email message, tap **Silent**. To confirm your ring tone selection, tap **OK**.

- Select **Vibrate** if you want your phone to vibrate when you receive a new email message.

Mail

The Mail application lets you send and receive email from your webmail or other accounts, using POP3 or IMAP.

It also lets you access your Exchange ActiveSync email and other features on your phone.

Adding a POP3/IMAP email account

1. Press HOME, and then tap 🔘 > **Mail**.

2. Do one of the following:

   - If this is your first time to add an email account in Mail, tap **Other (POP3/IMAP)** on the **Choose a mail provider** screen.

   - If you have already added an email account in Mail, tap 🔽 on the upper-right corner, and then tap **New Account**. If the **Choose a mail provider** screen is displayed, tap **Other (POP3/IMAP)**.

3. Enter the **Email address** and **Password** for the email account and then tap **Next**.

   If the account type you want to set up is not in the phone database, you will be asked to enter more details.

4. Enter the **Account name** and **Your name** and then tap **Finish setup**.

Your email inbox

Tap a tab at the bottom of the screen to filter the inbox.
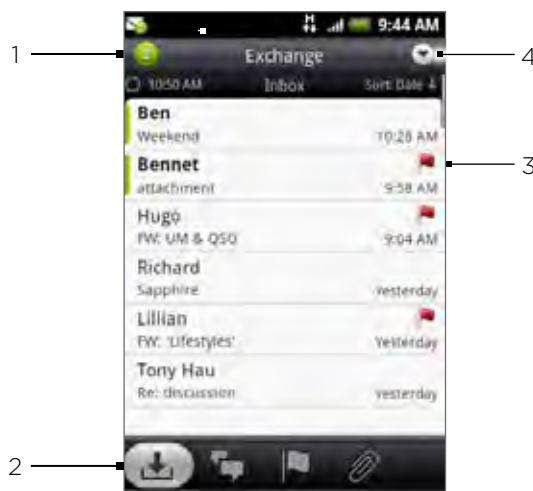
1	Number of unread email messages.
2	Filter tabs. See "Inbox filter tabs" for details.
3	Marked (Exchange ActiveSync only)
4	Tap to view a different email account or add a new email account.

Inbox filter tabs

Received

Displays email messages as individual items.

Conversations

Displays messages as conversations, grouped according to the subject line. Tap a subject in the list to show the email conversation.

VIP group

Displays messages from contacts in your VIP group. To add contacts to the VIP group from this tab, tap **Add contact to group**, select the contacts you want to add, and then tap **Save**. For more information on contact groups, see "Contact groups" in the People chapter.

Unread

Displays unread messages.

Marked (Exchange ActiveSync only)

Displays all flagged messages.

Meeting invites (Exchange ActiveSync only)

Displays meeting invitations which you have not yet accepted or declined.

Attachments

Displays all messages that have attachments.

Refreshing an email account

Whatever your automatic synchronization settings are, you can also synchronize your sent and received emails manually at any time.

While in the account you want to synchronize, press MENU, and then tap **Refresh**.

Sorting email messages

1. On the email account Inbox, press MENU, and then tap **Sort**.

2. Select from the options to sort email messages by date received, priority, subject, or size.

Deleting an email message

1. On the email account Inbox, press and hold the message you want to delete.

2. On the options menu, tap **Delete**.

Deleting multiple email messages

1. On the email account Inbox, press MENU and then tap **Delete**.

2. Select the messages you want to delete, and then tap **Delete**.

Exchange ActiveSync email

If you synchronize your phone with your work Exchange ActiveSync account, you can read, manage, and send email in the same easy way as with a POP3/IMAP account. However, you can also access some powerful Exchange features.

For information on setting up an Exchange ActiveSync account, see "Synchronizing with a Microsoft Exchange ActiveSync account" in the Sync chapter.

Setting out of the office status

You can set your Out of Office status and auto-reply message right from your phone.

1. Press HOME, and then tap 　 > **Mail**.

2. Switch to the Exchange ActiveSync account.

3. Press MENU and then tap **More > Out of the office**.

4. Tap the field below **I am currently**, and then select **Out of the office**.

5. Set the dates and times for the period when you will be out of the office.

6. Enter the auto-reply message.

7. Tap **Save**.

Sending a meeting request

1. Press HOME, and then tap 　 > **Mail**.

2. Switch to the Exchange ActiveSync account.

3. Press MENU and then tap **More > New meeting invitation**.

4. Enter the meeting details, and then tap **Send**.

Setting the priority for an email message

You can set the priority for an email message you send with your Exchange ActiveSync account.

1. While composing the message, press MENU.

2. Tap **Priority**.

3. Select the priority for the message.

If you selected High or Low priority, the priority appears below the subject line of the message.

Composing and sending an email message

1. Press HOME, and then tap [icon] > **Mail**.

2. On the email account Inbox, press MENU and then tap **Compose**.

3. Fill in one or more recipients. You can:

   - Enter email addresses directly in the To field. If you're sending the email to several recipients, separate the email addresses with a comma.
     As you enter email addresses, any matching addresses from your contacts list are displayed. Tap a match to enter that address directly.

   - Tap the [icon] icon, and then select the contacts to whom you want to send the message. You can also select contact groups as recipients, or add contacts from the company directory if you have set up an Exchange ActiveSync account on your phone. When you have selected all the message recipients, tap **Done**.

   If you want to send a carbon copy (Cc) or a blind carbon copy (Bcc) of the email to other recipients, press MENU, and then tap **Show Cc/Bcc**.

4. Enter the subject, and then compose your message.

5. To add an attachment, press MENU, tap **Add attachment**, and choose from the following options:

   - **Picture**. Select **Camera** to take a photo and attach it, or **Pictures** to attach a photo from your storage card.

   - **Video**. Select **Camcorder** to capture a video and attach it, or **Videos** to attach a video from your storage card.

   - **Audio**. Select **Voice Recorder** to make a voice recording and attach it, or **Files** to attach a music file or voice recording from your storage card.

   - **Location**. You can attach location information. Send your current location (requires GPS to be turned on), a location stored in Footprints, or a location you pick on a map. For more information about GPS, maps, and Footprints, see the Maps and location chapter.

   - **Office document**. Attach a PDF file or an Office document such as a text file or a spreadsheet.

6. Tap **Send** to send the message immediately, or tap **Save as draft** if you want to send it later.

To open a draft email, in the email account Inbox, press MENU, and then tap **Folders** > **Drafts**.

Viewing and replying to an email message

1. Press HOME, and then tap 🔘 > **Mail**..

2. On the email account Inbox, tap the email you want to view.

3. Tap **Reply** or **Reply all** to reply to the email.

For an Exchange ActiveSync account, you can mark an email. To mark an email, while viewing an email, tap the white flag 🏳 on the upper-right corner of the screen. The flag turns red 🚩 when you mark the message.

> You can copy, look up, translate, or share text from an email message. For information on how to do this, see "Copying text, looking up information, and sharing" in the Internet chapter.

Editing email account settings

1. Press HOME, and then tap 🔘 > **Mail**..

2. Switch to the email account you want to edit.

3. Press MENU and then tap **More > Settings**.

4. Select from the following settings:

   Account settings

   Change the email account settings such as the name, email address, password, and description.

   General settings

   Set the font size when reading emails, enable, disable or set the signature, set the account as the default email account, and set where to save email attachments.

   Send & receive

   Set the maximum email file size limit when receiving and frequency to check for new emails and how many to check for. You can also set to have emails that you send bcc'd to yourself.

   Notification settings

   Set email notification settings.

   Delete account

   Tap to delete the email account.

5. Press BACK to save your changes.

Deleting an email account

1. Press HOME, and then tap 🔘 > **Mail**..

2. Switch to the email account you want to delete.

3. Press MENU, and then tap **More > Settings > Delete account**.

Adding the Mail widget

Add the Mail widget to let you view your POP3/IMAP or Exchange ActiveSync emails on the Home screen. To learn how to add widgets, refer to "Adding an HTC widget" in the Personalizing chapter.

Internet

Data connection

Your phone will be automatically configured to use your mobile operator's data connection when you turn on your phone (if the SIM card is inserted) for the first time.

Checking the data connection you are using

1. Press HOME > MENU and then tap **Settings > Wireless & networks**.
2. Tap **Mobile networks > Network operators** or **Access Point Names**.

Turning the data connection on or off

Turning your data connection off can help optimize your battery life. It can also save money on data charges. However, when your data connection is turned off, you may not always receive automatic updates to your email, social network accounts, and other synchronized information.

1. Press HOME > MENU and then tap **Settings > Wireless & networks**.
2. Select the **Mobile network** check box to turn on the data connection; clear the check box to turn off the data connection.

Creating a new access point

When you need to add another data connection on your phone, obtain the access point name and settings (including username and password if required) from your mobile operator.

1. Press HOME > MENU and then tap **Settings > Wireless & networks**.
2. Tap **Mobile networks > Access Point Names**.
3. On the APNs screen, press MENU and then tap **New APN**.
4. In the Edit access point screen, enter the APN settings. Tap the APN setting item to edit it.
5. Press MENU and then tap **Save** when you finish setting up the new APN.

Enabling data roaming

Data roaming lets you connect to your mobile operator's partner networks and access data services when you are out of your mobile operator's coverage area.

1. Press HOME > MENU and then tap **Settings > Wireless & networks**.
2. Tap **Mobile networks** and then select the **Data roaming** check box.

Accessing data services while roaming may incur significant charges. Inquire about the data roaming tariffs with your mobile operator before enabling data roaming.

Wi-Fi

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

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

Turning Wi-Fi on and connecting to a wireless network

1. Press HOME > MENU, and then tap **Settings > Wireless controls**.

2. Select the **Wi-Fi** check box to turn Wi-Fi on. The phone will scan for available wireless networks.

3. Tap **Wi-Fi settings**. The network names and security settings of detected Wi-Fi networks are displayed in the Wi-Fi networks section.

4. Tap a Wi-Fi network to connect. If you selected an open network, you will be automatically connected to the network. If you selected a network that is secured with WEP, enter the key and then tap **Connect**.
   Depending on the network type and its security settings, you may also need to enter more information or choose a security certificate.

When your phone is connected to a wireless network, the Wi-Fi icon 🛜 appears in the status bar and tells you the approximate signal strength (number of bands that light up). If **Network notification** in Wi-Fi settings is enabled, this icon 🛜 appears in the status bar whenever the phone detects an available wireless network within range.

The next time your phone connects to a previously accessed secured wireless network, you will not be prompted to enter the key or other security information again, unless you reset your phone to its factory default settings.

Connecting to a Wi-Fi network with EAP-TLS security

You may need to install a network certificate (.p12) to your phone before you can connect to a Wi-Fi network with EAP-TLS authentication protocol.

1. Save the certificate file to the root folder of the storage card.

2. Press HOME > MENU, and then tap **Settings > Security**.

3. Tap **Install from SD card**.

4. Select the network certificate needed to connect to the EAP-TLS network.

5. Follow the steps in the previous section to connect to the Wi-Fi network.

Checking the wireless network status

1. Press HOME > MENU and then tap **Settings > Wireless & networks**.

2. On the Wireless & networks screen, tap **Wi-Fi settings**, and then tap the wireless network that the phone is currently connected to.

   A message box is then displayed showing the Wi-Fi network name, status, speed, signal strength, and more.

If you want to remove the wireless network settings on your phone, tap **Forget** on this window. You need to enter the settings again if you want to connect to this wireless network.

Connecting to another Wi-Fi network

1. On the Wireless controls screen, tap **Wi-Fi settings**. Detected Wi-Fi networks are displayed in the Wi-Fi networks section. To manually scan for available Wi-Fi networks, on the Wi-Fi settings screen, press MENU and then tap **Scan**.

2. Tap another Wi-Fi network to connect to it.

If the wireless network you want to connect to is not in the list of detected networks, scroll down the screen, then tap **Add Wi-Fi network**. Enter the wireless network settings, and then tap **Save**.

Adding the Data connection and Wi-Fi widgets

Add the Data connection and/or Wi-Fi widget to the Home screen to make it faster for you to turn on or off these connections. Tap the widget to turn on or off the connection.

To learn how to add widgets, refer to "To add an HTC widget" in Chapter 1.