


## 7.5.2 Opening a Webpage

1. In a browser window, touch the URL field at the top of the screen.
2. Use the keyboard to enter a webpage address. You can touch  to enter the web page address by voice.
3. As you enter the address, matching webpage addresses will appear on the screen. If you see the address you want, touch it and go directly to that webpage or complete entering your desired webpage.

## 7.5.3 Setting a Home Page

1. In a browser window, touch .
2. Touch **More > Settings > Set home page**.
3. Enter the address of the desired home page, and then touch **OK**.

## 7.5.4 Managing Bookmarks

You can store as many bookmarks as you want on your mobile phone.

### Adding a Bookmark

1. In a browser window, go to the webpage you want to save as a bookmark.
2. Touch , and then touch **Bookmarks > Add**.
3. Edit the bookmark name and then touch **OK**.

### Opening a Bookmark

1. In a browser window, touch , and then touch **Bookmarks**.

On the **Bookmarks** screen, touch the **History** tab to view the pages you have visited, or touch the **Most visited** tab to view the pages you have visited most frequently.

2. Touch the bookmark of the website you want to open.

## 7.5.5 Customizing Browser Settings


Customize the browser to suit your browsing style. Use **Browser** to set page content, privacy, and security preferences. In a browser window, touch , and then touch **More > Settings**.

## 7.6 Bluetooth

Your mobile phone has Bluetooth, which allows you to create a wireless connection with other Bluetooth devices so you can share files with your friends, talk hands-free with a Bluetooth headset, or even transfer photos from your phone to your PC.

If you are using Bluetooth, remember to stay within 10 meters (33 feet) of the other Bluetooth devices to which you want to connect. Be aware that obstacles like walls or other electronic equipment may interfere with your Bluetooth connection.

### 7.6.1 Turning On Bluetooth


1. Touch  > **Settings**.
2. Touch **Wireless & networks**, and then select the **Bluetooth** check box to turn on Bluetooth. When Bluetooth is turned on, the Bluetooth icon appears in the notification bar.
3. Touch **Bluetooth settings**, and then select the **Discoverable** to make your mobile phone visible to other Bluetooth devices.

### 7.6.2 Pairing with and Connecting to a Bluetooth Device

Your mobile Bluetooth lets you do the following:

- Hands Free Profile (HFP): allows you to use a hands-free Bluetooth device.
- Headset Profile (HSP): allows you to use a mono Bluetooth headset.
- Object Push Profile (OPP): allows you to transfer files over a Bluetooth connection.
- Advanced Audio Distribution Profile (A2DP): allows you to use a stereo Bluetooth headset.
- AV Remote Control Profile (AVRCP): allows you to control audio playing using a Bluetooth headset remotely.

Before you use Bluetooth, pair your mobile phone with another Bluetooth device as follows:


1. Ensure that the Bluetooth function on your mobile phone is enabled.
2. On the Home screen, touch  > **Settings** > **Wireless & networks** > **Bluetooth settings**. Your mobile phone will then scan for Bluetooth devices in range.
3. Touch the device you want to pair your mobile phone with.
4. If required, enter the pairing password to complete the connection.

## 7.6.3 Sending Files via Bluetooth

With Bluetooth, you can share pictures, videos, or music files with your family and friends. To send files via Bluetooth:

1. Touch and hold the file to be sent in your mobile phone or SD card. The active options menu is displayed.
2. Touch **Share**, then **Bluetooth** to select a paired device.

## 7.6.4 Disconnecting from or Unpairing with a Bluetooth Device

1. Touch  > **Settings** > **Wireless & networks** > **Bluetooth settings**.
2. Navigate to the **Bluetooth devices** section, and then touch and hold the device to which you are connected.
3. Touch **Unpair** to disconnect from the device.



# 8 Entertainment

In addition to being a communication device and personal assistant, your mobile phone also provides you with a multitude of entertainment possibilities. You can take photos, create videos and audio clips, and download and listen to music.

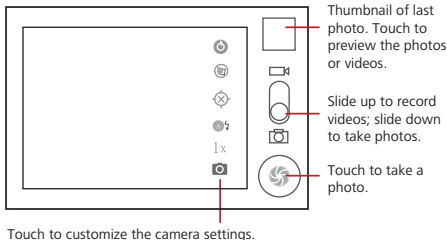
## 8.1 Taking Photos and Recording Videos

The camera is a combination of camera and camcorder that you can use to shoot and share pictures and videos.

### 8.1.1 Opening Your Camera


- Touch  > **Camera** to open the camera. The camera opens in landscape mode, ready to take a picture or record a video.
- Touch  to close the camera.

## Capture Screen



On the capture screen, touch  to show the capture panel.

### 8.1.2 Taking a Photo

1. Open your camera application and switch it to camera mode.
2. If necessary, change the camera settings. The preview changes as you change the settings.
3. Frame your photo within the photo capture screen.
4. Touch  to take your photo.



Photos taken are displayed for a moment. You can take another photo or review your photos.

### 8.1.3 Viewing Your Photos

1. After taking a photo, a thumbnail of the photo you have just taken is shown in the upper right corner of the capture screen. Touch the thumbnail to view it.
2. Touch the onscreen button to do any of the following:
  - Touch **Share** to send the photo in a message or post it online.
  - Touch **Delete** to delete the photo.
  - Touch **More** > **Set as** to set the photo as a contact icon or the wallpaper.

### 8.1.4 Recording a Video

1. Open the camera application, and then switch it to camcorder mode.

2. If necessary, change the camcorder settings.
3. Frame the scene with which you want to start your video.
4. Touch  to start recording a video.
5. Touch  to stop recording.

## 8.1.5 Viewing Your Videos

1. After recording a video, a thumbnail of the video you have just recorded is shown in the upper right corner of the capture screen. Touch the thumbnail to view it.
2. Touch the onscreen buttons to do any of the following:
  - Touch **Share** to send the video in a message or post it online.
  - Touch **Delete** to delete the video.

On the video playback screen, touch the controls to fast-forward or rewind or to play or pause the video.
3. If you want to view more videos, flick your finger left or right across the screen.

## 8.2 Using the Gallery

Your **Gallery** application can automatically search for pictures and videos on your mobile phone and microSD card. Use **Gallery** to sort photos and videos into folders, view and edit pictures, watch videos, and set a picture as wallpaper or as a photo for a contact.


### 8.2.1 Opening the Gallery

On the Home screen, touch  > **Gallery**.


The **Gallery** application categorizes your pictures and videos by storage location and displays these files in folders. Touch a folder to view the pictures or videos inside.

### 8.2.2 Viewing a Picture


1. In **Gallery**, touch the folder that contains the pictures you want to view.
2. Touch the picture to view it in full-screen mode.

3. Touch the screen. Then the zoom panel appears. You can zoom in or zoom out on the picture.
-  The picture viewer supports the automatic rotation function. When you rotate your mobile phone, the picture adjusts itself to the rotation.

### 8.2.3 Rotating a Picture

1. When viewing a picture, touch  to display the operations panel.
2. Touch **More**.
3. Select either **Rotate Left** or **Rotate Right**. The picture is saved with the new orientation.

### 8.2.4 Cropping a Picture

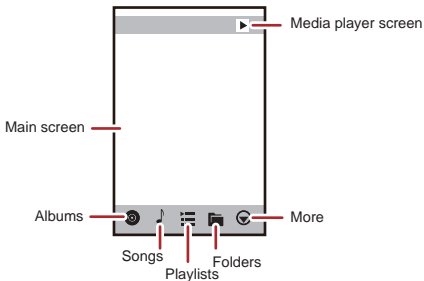
1. When viewing a picture, touch  to display the operation panel, and then touch **More > Crop**.
2. Use the cropping tool to select the portion of the picture to crop.
  - Drag from the inside of the cropping tool to move it.
  - Drag an edge of the cropping tool to resize the image.
  - Drag a corner of the cropping tool to resize the image without changing its length to width ratio.
3. Touch **Save** to save the cropped picture. Touch **Discard** to discard the changes.

## 8.3 Enjoying Music

### 8.3.1 Opening the Music Library

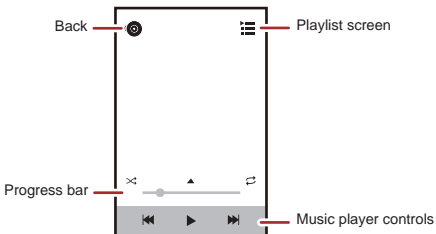
On the Home screen, touch  > **Music** to open the music library.


The music library automatically scans for music stored on your microSD card and displays them in **Albums**, **Songs**, **Playlists**, **Folders**. Touch **More** to view music in other ways.



## 8.3.2 Playing Music

1. From the music library, select a way to view your music.
2. Touch the music file you want to play.



While playing music, touch  to return to the Home screen, the music will continue to play in the background and you can use other applications. Open the notifications panel and touch the playing music to return to the music playing screen.

### 8.3.3 Creating a Playlist

1. In the music library, enter **Playlists**, and touch **New playlist** to create a new playlist.
2. After a playlist is created, touch **OK** to add songs.
3. Select the songs to be added to the playlist, and touch **Done**.

 Touch and hold a playlist to **Rename** or **Delete** it.

### 8.3.4 Adding Music to a Playlist

1. From the music library select a way to view your music.
2. Touch and hold a music file, and then touch **Add to playlist**.
  - Touch an existing playlist to add the song to that playlist.
  - Touch **New playlist** to add the song to a new playlist.

### 8.3.5 Playing Music in a Playlist

1. In music library, touch **Playlists**.
2. Touch and hold the playlist you want to play.
3. Touch **Play** to play the playlist.

## 8.4 Listening to the FM Radio

The FM radio lets you listen to FM radio programs on your mobile phone. Since the FM radio uses the provided wired stereo headset as its antenna, before opening the application, connect the headset to your phone's the audio jack.

### 8.4.1 Opening the FM Radio

1. On the Home screen, touch  > **FM Radio** to open the application.
2. The first time you open FM radio, touch **Auto tuning**, which automatically scans for available FM channels, saves them as presets, and plays the first FM channel found.



# 9 Google Services

- ❗ Availability of Google applications, services, and features may vary according to your country or carrier. Please follow local laws and regulations to use them.

When you turn on your mobile phone for the first time, touch a Google services such as **Talk**, **Gmail**, or **Market**, and you will be prompted to sign in to your Google account.

- ❗ Ensure that your mobile phone has an active data connection (3G/GPRS) before you sign in to your Google account.

If you already have a Google account, touch **Sign in** and enter your username and password.

## 9.1 Creating a Google Account


If you do not have a Google account, you can create one:

1. After reading the setup information, touch **Next**.
  2. Touch **Create**.
  3. Enter the first name, last name, and user name for your Google account, and then touch **Next**. The mobile phone will connect to a Google server to check whether the username is available. If the username you entered is already in use, you will be prompted to choose another one or select one from a list.
  4. Enter and confirm your Google account password.
  5. Select a security question from the drop-down menu, and then enter the answer.
  6. Touch **Create**.
  7. When the **Google Terms of Service** screen appears, touch **I agree, Next**.
  8. Enter the characters that appear on the screen, and then touch **Next**.
- 🔍 To use another Google account, go to the **Accounts & sync settings** screen, and touch **Add account** to select which type of accounts you want to add.


## 9.2 Gmail

**Gmail** is Google's web-based email service. When you first set up your phone, you may have configured it to use an existing **Gmail** account or create a new account. The first time you open the **Gmail** application on your phone, your **Inbox** will contain the messages from your **Gmail** web account.

### 9.2.1 Opening Gmail


On the Home screen, touch  > **Gmail**. The **Inbox** mail list appears. Any emails you decide to keep on your mobile phone will go to your **Inbox** folder.

### 9.2.2 Switching Between Accounts


1. In the mail list, touch , and then touch **Accounts**.
2. Touch the account that contains the email you want to read.


### 9.2.3 Creating and Sending an Email

1. In the mail list, touch , and then touch **Compose**.
2. 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 commas. You can add as many message recipients as you want.



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

3. Enter the email subject and write your email.

If you want to add a picture attachment, touch , and then touch **Attach** to select the picture you want to attach.

4. After writing your email, touch .



### 9.2.4 Replying to or Forwarding an Email

1. In the mail list, touch the email that you want to reply to or forward.
2. Touch  to reply. You can also touch , and then touch **Reply**, **Reply all**, or **Forward**.
3. Do one of the following:

- If you selected **Reply** or **Reply all**, enter your message.
- If you selected **Forward**, specify the message recipients and add any additional text you want to include in the forwarded message.

4. Touch  to send, or touch  to save as a draft.

## 9.2.5 Searching for an Email

1. In the mail list, touch , and then touch **Search**.
2. Enter the search keywords in the box, and then touch .

## 9.2.6 Customizing Your Gmail Settings

In the mail list, touch , and then touch **More > Settings** to customizing your **Gmail**.

# 9.3 Talk


**Talk** is Google's instant messaging service. You can use it to communicate in real time with other people using **Talk** on a phone or on the web.

## 9.3.1 Opening Talk

On the Home screen, touch  > **Talk** to open the application.

 Your **Talk** account is based on the Google account you set up with your mobile phone.

## 9.3.2 Adding a Friend

1. In the friends list, touch , and then touch **Add friend**.
2. Enter the **Talk** instant messaging ID or Gmail address of the friend you want to add.
3. Touch **Send invitation**.


## 9.3.3 Accepting an Invitation

1. If you have invited anyone to chat or if someone else has invited you to chat, this information will appear in the friends list.
2. Touch a pending invitation, and then touch **Accept**.

## 9.3.4 Starting a Chat

1. In the friends list, touch a friend's name in the friends list.
2. Use the onscreen keyboard to enter text and chat with your friend.
3. After entering your message, touch **Send**.

## 9.3.5 Setting Notifications for New Instant Messages


Whenever you receive an instant message, your mobile phone can play a sound, vibrate, or display an icon. To set up one of these handy notifications, start in the friends list, and then touch . Then touch **Settings**. Now choose from one of the following:

---

<b>Notifications</b>	Select the check box to receive a notification on the notification bar when you receive an instant message.
<b>Ringtone</b>	Touch to choose the ringtone used for a new instant message. You will hear a short sample of the ringtone when you select it. To turn the ringtone off, select <b>Silent</b> .
<b>Vibrate</b>	Select the check box to make your mobile phone vibrate when you receive a new instant message.

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## 9.3.6 Signing out of Talk

On the friends list screen, touch , and then touch **Sign out** to quit **Talk**.

# 9.4 Maps

**Maps** lets you find your current location, view real-time traffic conditions (depending on availability in your locale), and get detailed directions to various destinations. You can view satellite images, traffic maps, or other kinds of maps of your current or other locations.

## 9.4.1 Enabling the Location Service


Before you open **Maps** to find your location or search for places of interest, you must enable the location service.

1. On the Home screen, touch  > **Settings**.
2. Touch **Location & security**.
3. In the **My Location** section, select the **Use wireless networks** check box, the **Use GPS satellites** check box, or both.



## 9.4.2 Opening Maps

On the Home screen, touch  > **Maps** to open the application.

## 9.4.3 Searching for Places of Interest

1. On the map, touch , and then touch **Search**.
2. Enter the place you want to search for in the search box, and then touch the Search icon.
3. Your search results will then be displayed. Touch a place you are interested in and the application will show where it is on the map.

## 9.4.4 Getting Directions

1. While viewing a map, touch , and then touch **Directions**.
2. Enter the starting point in the first text box, and then enter your destination in the second text box.
3. Touch the icon for car, public transit, or walking directions.
4. Touch **Get directions**. Your directions will appear in a list.
5. Touch a direction item on the list to show it on the map.
6. When you finish viewing or following the directions, touch , and then touch **Clear Map** to reset the map.


# 9.5 YouTube

**YouTube** is Google's free online video streaming service for watching, searching for, and uploading videos.

## 9.5.1 Opening YouTube

On the Home screen, touch  > **YouTube**. You will then see the YouTube screen.

## 9.5.2 Searching for a Video

1. On the **YouTube** screen, touch , and then touch **Search**.
2. Enter a search keyword, and then touch the Search icon.
3. You will see a number of search results displayed below the notification bar. Scroll through the results and touch a video to watch it.


## 9.5.3 Sharing a Video

From the video list on the **YouTube** screen, select a video clip and touch **More > Share**.

# 9.6 Market

Android Market provides direct access to applications and games which you can download and install on your phone.

## 9.6.1 Opening Market

1. On the Home screen, touch  > **Market**.
2. When you open **Market** for the first time, the **Android Market Terms of Service** window will appear. Touch **Accept** to continue.

## 9.6.2 Searching for Applications

There are a few different ways to find applications on the **Market** home screen, including:

- Featured applications
- List of games
- Search function
- My apps


## 9.6.3 Installing an Application

1. In the **Market**, select a category, and then touch the application you want to download. On the application details screen, you can view more information about the selected application, such as its cost, overall rating, user comments, and similar applications in which you might be interested. You can also scroll down to view information about the application developer, including other applications from the same developer and a link to the developer's website. In addition, you can send the developer an email.
2. To install the application, touch **FREE** (if it is free) or touch the button with its price (if it is not free), and confirm your download or purchase.
3. To check the progress of a download, open the notification panel. Most applications are installed within seconds. To stop an application from downloading, touch the cross (x).

After the application has been downloaded and installed on your mobile phone, the content download icon appears in the notification bar.

! If you want to install a non-Market application, touch  > **Settings** > **Applications**, and then select the **Unknown sources** check box to allow installation of the non-Market application.

## 9.6.4 Uninstalling an Application

1. On the **Market** screen, touch  > **My apps**.
2. Touch the application you want to uninstall, and then touch **Uninstall**.
3. When prompted, touch **OK** to remove the application from your mobile phone.

# 10 Synchronizing Information

Some applications on your mobile phone give you access to the same personal information that you can add, view, and edit on your computer. If you add, change, or delete your information in any of these applications on the web, the updated information also appears on your mobile phone.

This is made possible through over-the-air data synchronization. The process occurs in the background and does not interfere with use of your mobile phone. When your phone is synchronizing, a data synchronization icon will be shown in the notification bar.

## 10.1 Managing Your Accounts


You can synchronize contacts, email, and other information on your mobile phone with multiple Google accounts or other kinds of accounts, depending on the applications installed on your mobile phone.

For example, you can start by adding your personal Google account, so your personal email, contacts, and calendar are always available. You could then add a work account, so your work-related emails and work contacts are handy. If you like, you may add multiple Google accounts or other accounts.

### 10.1.1 Adding an Account

When you add an account, the **Contacts** application compares contacts from the newly synchronized account with contacts from your existing mobile phone accounts and attempts to merge duplicates into a single entry in **Contacts**. While it is presented as a single contact entry, the contact data itself is not merged.

1. On the Home screen, touch  > **Settings** > **Accounts & sync**. The screen displays your current synchronization settings and a list of your current accounts.

 In some cases, you may need to obtain account details from IT support. For example, you may need to know the account's domain or server address.

2. Touch **Add account**.

3. Touch the kind of account to add.

4. Follow the onscreen steps to enter the required and optional information about the account. Most accounts require a username and password, but the details depend on the kind of account and the configuration of the service to which you are connecting.

5. Configure the account. Depending on the kind of account, you may be asked to configure what kind of data you want to synchronize to the mobile phone, to name the account, and for other details. When you are finished, the account is added to the list on the **Accounts & sync settings** screen.

### 10.1.2 Adding an Exchange Account

1. On the Home screen, touch  > **Settings** > **Accounts & sync**.

2. Touch **Add account** > **Corporate**.



3. Follow the instructions and enter the required information about the exchange account you want to add. For details, contact the server administrator.
4. Touch **Next** to display the **Account options** screen. Configure the synchronization settings for this account.
5. Touch **Next** to finish configuring the account settings. If emails are not synchronized properly, contact the server administrator.

### 10.1.3 Removing an Account

You can remove an account, deleting it and all information associated with it from your mobile phone, including email, contacts, settings, and so on. You cannot, however, remove some accounts, such as the first account you signed into on the mobile phone. If you attempt to remove certain accounts, all personal information associated with it will be deleted.

ⓘ You can only remove the first Google Account by resetting the phone to factory defaults.

1. On the **Accounts & sync settings** screen, touch the account to be deleted.
2. Touch **Sign Out**.
3. Confirm that you want to remove the account.

## 10.2 Customizing Your Account Synchronization

You can configure background data use and synchronization options for all the applications on your phone. You can also configure what kind of data you synchronize for each account.

For some accounts, synchronization is bi-directional; changes that you make to the information on your mobile phone are made to the copy of that information on the web. Some accounts support only one-way synchronization; the information on your mobile phone is read-only.

### 10.2.1 Configuring General Synchronization Settings

On the **Accounts & sync settings** screen, do the following:

- Select or clear the **Background data** check box to control whether applications and services can transmit data when you are not working with them directly (that is, when they are running in the background).

If you clear this option, **Gmail** stops receiving new mails, **Calendar** stops synchronizing events, and so on, until you refresh them.

- Select or clear the **Auto-sync** check box to control whether changes you make to information on the phone or on the web are automatically synchronized with each other.

For example, when this option is selected, changes that you make in **Contacts** on the phone are automatically made in Google Contacts on the web.

## 10.2.2 Changing an Account's Synchronization Settings


1. On the **Accounts & sync settings** screen, select **Background data** and **Auto-sync**.
2. Touch the account for which you want to change the synchronization settings. The data and synchronization screen opens, displaying a list of the kinds of information the account can synchronize.
3. Select the items you want to synchronize from the list. Your phone will automatically synchronize the selected items.

# 11 Using Other Applications

## 11.1 AppInstaller

You can use this installer to install more than one applications at a time.

### 11.1.1 Install Applications

1. On the Home screen, touch  > **AppInstaller**. Then the installer will scan and display all the applications (.apk files) in the microSD card.
2. In the applications list, select applications you want to install.

 You can touch  , and then touch **Deselect all** or **Select all** to select and deselect all applications.

3. Touch  > **Install**.


The applications you select will be installed in your phone.

## 11.2 Traffic Manager

**Traffic Manager** allows you to enter the total amount of traffic included in your 2G/3G monthly package and set traffic notification thresholds. When your traffic usage reaches these thresholds, you will be notified.

### 11.2.1 Using Traffic Manager

When **Traffic Manager** is opened for the first time, it will request you to enter the monthly traffic limit and notification thresholds.

1. On the Home screen, touch  > **Traffic Manager**.
2. Enter the monthly traffic limit in the **Monthly package** field.
3. Touch **Next**.
4. Enter the notification thresholds in the **Set daily traffic reminder** and **Set monthly traffic reminder** fields.
5. Touch **Finish**.
6. You can now view your data traffic in **Traffic statistics**.

 You can modify the monthly traffic limit and notification thresholds in **Settings**.

## 11.3 All Backup

You can back up data using **All Backup**, which provides the following options: **Backup to SD**, **Restore from SD**, and **Quick Backup**.

### 11.3.1 Backing Up data by using Backup to SD


1. On the Home screen, touch  > **All Backup**.
2. Touch **Backup to SD**.
3. Enter a file name in the **Filename:** field.
4. In the **Backup contents:** field, select the contents you want to back up.
5. Touch **Backup** to back up the selected data.



 To cancel the backup, touch **Cancel**.

## 11.4 Calendar


Use **Calendar** to create and manage events, meetings, and appointments. Depending on your synchronization settings, the calendar on your phone can be synchronized with the internet-based calendar you use.


### 11.4.1 Opening Calendar

On the Home screen, touch  > **Calendar** to open the application.

 When you add a Google Account that includes a calendar service to your phone, you can access Google calendar: Touch , and then touch **More > Calendars**.

### 11.4.2 Creating an Event

1. In any calendar view, touch , and then touch **New event** to open the **Event details** screen.

 If you have more than one calendar, select the calendar where you want to save the event.


2. Enter the event name.

- If there is a time frame for the event, touch **From** and **To** to set the beginning and end times of the event.
- If the event is a special occasion such as a birthday or a day-long activity, set the date for **From** and **To**, and then select the **All day** check box.

3. Enter the location of the event and a description.

4. Specify in **Repetition** whether the event recurs and, if it does, how frequently, and then set the time for your event reminder in **Reminders**.

5. Touch **Done**.

 To quickly create an event in the day, week, or month view, touch and hold an empty time slot, and then touch **New event**. A new event details screen will appear with the selected time slot and date in the **From** and **To** fields.

### 11.4.3 Setting an Event Reminder

1. In any calendar view, touch an event to view its details or an event summary.
2. Touch the **Add reminder** button to add a reminder, or touch the reminder's "-" button to delete an existing reminder.
3. Touch the reminder time, and then, from the list displayed, touch the length of time before the event when you want to be reminded. When the time comes, you will receive a notification about the event.

### 11.4.4 Setting Synchronization and Display

1. In any calendar view, touch . Then touch **More > Calendars**.

The Calendars screen displays all the calendars you have added or subscribed to for each account that is configured to synchronize events to your phone, organized by account. (Calendars for accounts you have configured not to synchronize Calendar events are not included in the list.)

2. Touch the icon next to a calendar to change whether it is synchronized and whether it is displayed.

You remain subscribed to Calendars that you configure not to store on the phone and can still work with them with Google Calendar on the web, or using other calendar services.

3. Touch **OK**.

### 11.4.5 Customizing Calendar Settings

In any calendar view, touch . Then touch **More > Settings** and choose from the following:

- **Hide declined events:** Select to hide events for which you have declined invitations.
- **Set alerts & notifications:** Touch to set event reminders to alert you, to send you a notification, or to turn off event notifications on your mobile phone.
- **Select ringtone:** Touch to select the ringtone to sound when you receive an event reminder.
- **Vibrate:** Select to vibrate the mobile phone when you receive an event notification.
- **Default reminder time:** Touch to select the default time before an event for event reminders to occur.


## 11.5 File Manager

**File Manager** is like having a pocket-sized personal assistant (PA), letting you organize, edit, and delete files and folders.



### 11.5.1 Opening File Manager

On the Home screen, touch  > **File Manager** to open the application.



### 11.5.2 Creating a Folder

1. On the **File Manager** screen, access the directory in which you want to create a new folder.
2. Touch  to open the options panel, and then touch **New folder**.
3. Enter the name of the new folder in the text box.
4. Touch **Save**.

### 11.5.3 Moving or Copying a File

1. On the **File Manager** screen, touch  to show the options panel, and then touch **Multiselect**.
2. Touch the file or folder you want to move or copy. When a file or a folder is selected, a check mark will appear.  
To select or unselect all files, touch **Select all** or **Unselect all**.
3. Touch **Cut** or **Copy**.
4. Select the path where you want the file to be copied or moved. Touch  to open the options panel, and then touch **Paste** to move or copy the file to the selected path.

### 11.5.4 Searching for a File

1. On the **File Manager** screen, touch a folder to access the directory where the file you want is located.
2. Touch  to open the options panel, and then touch **Search**.
3. Write a key word of the name of your file in the search box.
4. Touch  next to the search box. Your mobile phone will start the search.