

Velocity 103 User Manual

Copyright © 2008 **Inventec** All Rights Reserved.

No part of this manual, including the product and software described in it, may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any language in any form, by any means, without prior written permission from **Inventec**.

Inventec provides this publication "as is" without warranty of any kind. This information could include technical inaccuracies or typographical errors. **Inventec** may make improvements and/or changes in the product. Information and specifications contained in this document are subject to change at any time without notice.

The information contained in this document does not affect or change the product specifications or warranties. **Inventec** is not liable for any damages resulting from the use of this product.

IMPORTANT PRECAUTIONS

Please read the following information carefully before you start using the **Inventec Velocity 103** to avoid any damage caused by improper usage:

- The device is not charged when you take it out of the box. The battery should be charged for at least 8 hours before first use. Do not remove the battery while charging.
- Do not service any product yourself. Service needed on components inside these compartments should be done by an authorized service technician or provider.
- Do not use batteries which have not been specified by the manufacturer, as this may cause leakage or rupture. Damage caused by using batteries not specified by the manufacturer is not covered under warranty.
- Do not charge the battery with an unspecified AC Adapter, as this may cause damage to both the device and the battery.
- Do not leave the AC adapter in places where the temperature may be lower than -20°C (-4°F) or higher than 70°C (158°F) as this may damage the AC adaptor.
- When discarding the batteries, dispose of them in a proper manner, according to the battery manufacturer's instructions and your local laws.
- Power off the device and remove the battery before inserting SIM card. Make sure the SIM card snaps correctly into the SIM socket.
- Do not open or tamper with the device cover, as this will void your warranty.
- Do not press hard on this product, as it may cause damage to the screen or the internal components.

- Do not use the device at gas or refueling stations, chemical plants, and places containing explosives or flammable materials. The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.
- Do not strike, shake, or heat the device in a way which may cause battery leakage or rupture and damage to the device.
- Use only a manufacturer-specified stylus. Do not scratch the screen or otherwise bring it into contact with any hard objects (e.g. loose change in your pocket).
- Do not clean the screen with chemical detergents. Only use cloths specifically designed for cleaning liquid-crystal displays. Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.
- Do not expose the device to prolonged direct sunlight, or leave the device in a humid environment for extended periods of time, as this may cause damage to the device and battery.
- Do not immerse the device in water. Never use the product in a wet location.
- The device may interfere with the navigation and/or communication systems on aircraft. The use of the device on an aircraft is prohibited by laws in most countries.
- This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.
- Always use hands-free devices, if you need to use the telephony services, while driving a vehicle.
- Please turn down the volume before using headphones or other audio devices.
- Do not place the product on an unstable base.
- Do not push objects of any kind into cabinet slots or other openings in the device.
- The device should be operated from the type of power indicated on the marking label.
- If there are noticeable signs of overheating, unplug the device from the electrical outlet immediately and refer servicing to an authorized service provider.

Non-ionizing Radiation

This product should be operated only in the suggested typical conditions to ensure good radiative performance and safety from interference. For safety reasons, as with all other mobile radio-transmitting equipment, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Trademark Information

Microsoft, MS-DOS, Windows, Windows NT, Windows Server, Windows Mobile, ActiveSync, Excel, Internet Explorer, Windows Live Messenger, Outlook, PowerPoint, and Word are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

Table of Contents

IMPORTANT PRECAUTIONS	2
NON-IONIZING RADIATION	3
TRADEMARK INFORMATION	3
CHAPTER 1. GETTING TO KNOW YOUR DEVICE	9
1.1 INTRODUCTION OF YOUR DEVICE	10
<i>Accessories</i>	<i>10</i>
<i>Views of the Device</i>	<i>10</i>
1.2 INSTALLING SIM CARD, BATTERY AND MIRCORS D CARD	12
<i>Installing the SIM Card and the Battery</i>	<i>12</i>
<i>Installing a MicroSD Card</i>	<i>14</i>
1.3 BATTERY INFORMATION	14
<i>Reducing Risk of Fire or Burns</i>	<i>15</i>
<i>Checking the Battery Power</i>	<i>15</i>
<i>Optimizing Power Performance</i>	<i>15</i>
<i>Managing a Low Battery</i>	<i>16</i>
<i>Charging the Battery</i>	<i>16</i>
CHAPTER 2. BASIC OPERATIONS	17
2.1 GETTING STARTED	18
<i>Turning On/Off the Device</i>	<i>18</i>
2.2 INPUT METHODS	18
<i>Keyboard</i>	<i>18</i>
<i>Letter Recognizer</i>	<i>19</i>
<i>Block Recognizer</i>	<i>19</i>
<i>Transcriber</i>	<i>20</i>
2.3 TODAY SCREEN COMPONENTS	20
<i>Today Screen</i>	<i>20</i>
<i>Notification Icons</i>	<i>21</i>
2.4 THE START MENU	22
<i>List of All Programs</i>	<i>23</i>
<i>List of All Settings</i>	<i>24</i>
CHAPTER 3. SYNCHRONIZING INFORMATION	27
3.1 INSTALLING AND SETTING UP ACTIVE SYNC	28

3.2 SYNCHRONIZING INFORMATION	29
<i>Starting and Stopping Synchronization Manually</i>	29
<i>Changing Which Information is Synchronized</i>	29
3.3 CHANGING SETTINGS FOR AN INFORMATION TYPE	30
3.4 SYNCHRONIZING WITH EXCHANGE SERVER	30
3.5 SYNCHRONIZING VIA INFRARED AND BLUETOOTH	31
<i>Connecting to a PC using Infrared</i>	31
<i>Connecting to a PC Using Bluetooth</i>	31
CHAPTER 4. PHONE FEATURES	32
4.1 MAKING A CALL	33
<i>The Phone Screen</i>	33
<i>Making a Call by Using the Phone Keypad</i>	33
<i>Making a Call by Using the Keyboard</i>	34
<i>Making a Call from Contacts</i>	35
<i>Making a Call from Speed Dial</i>	35
<i>Receiving/Rejecting a Call</i>	37
<i>Activating PIN Security</i>	38
<i>Changing the Ring Type and Ring Tone</i>	38
<i>Changing the Ringer Volume</i>	39
<i>Blocking Incoming or Outgoing Calls</i>	39
<i>Displaying Caller ID</i>	39
<i>Call Waiting</i>	40
<i>Selecting a Network Manually</i>	40
CHAPTER 5. CONTACTS & MESSAGING	41
5.1 USING CONTACTS	42
<i>Creating a New Contact</i>	42
<i>Viewing and Editing Contact Information</i>	43
<i>Sending an E-mail to a Contact</i>	43
<i>Sending a Text Message to a Contact</i>	43
<i>Creating a SIM Contact</i>	43
5.2 USING SIM MANAGER	43
<i>Adding a Phonebook Entry to the SIM Card</i>	43
<i>Deleting a Phonebook Entry from the SIM Card</i>	44
<i>Saving Phonebook Entries to Contacts</i>	44

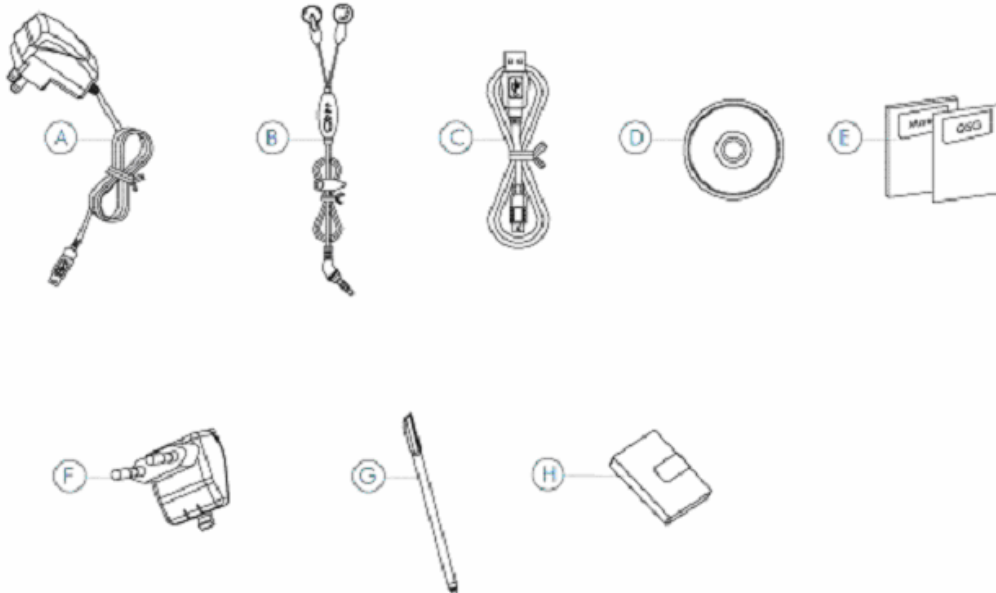
5.3 E-MAIL	44
<i>Setting Up an E-mail Account</i>	44
<i>Composing an E-mail Message</i>	46
<i>Reading an E-mail Message</i>	46
CHAPTER 6. BASIC APPLICATIONS.....	48
6.1 USING CALENDAR	49
<i>Making an Appointment</i>	49
<i>Deleting an Appointment</i>	49
<i>Changing the Default Calendar Settings</i>	49
6.2 USING NOTES	50
<i>Creating a Note</i>	50
<i>Setting the Default Input Mode for Notes</i>	50
<i>Creating a Stand-alone Voice Recording</i>	50
<i>Switching between Typing/Writing Modes</i>	51
<i>Deleting a Note</i>	51
<i>Choosing a Default Note Template</i>	51
6.3 USING TASKS	51
<i>Creating a Task</i>	52
<i>Deleting a Task</i>	52
<i>Changing a Task</i>	52
<i>Sorting/Filtering Your Tasks</i>	53
<i>Setting Tasks Options</i>	53
CHAPTER 7. CONNECTING TO THE INTERNET.....	54
7.1 SETTING UP INTERNET CONNECTIONS.....	55
<i>Creating a GPRS Connection</i>	55
<i>Creating a Proxy Connection</i>	56
<i>Deleting a Connection</i>	56
7.2 USING INTERNET EXPLORER MOBILE	56
<i>Browsing the Internet</i>	56
<i>Adding a Web Page to the Favorite List</i>	57
<i>Deleting a Favorite</i>	57
<i>Changing the Size of Text on Web Pages</i>	57
<i>Showing or Hiding Pictures on Web Pages</i>	57
<i>Changing Web Page Display Options</i>	57

<i>Send a Link via E-mail</i>	58
<i>Clearing History, Cookies, or Temporary Files</i>	58
<i>Viewing a Page in Full Screen Mode</i>	58
CHAPTER 8. TRANSFERRING FILES TO AND FROM YOUR DEVICE	59
8.1 USING ACTIVESYNC	60
8.2 TRANSFERRING FROM MEMORY CARDS	60
8.3 USING BLUETOOTH	60
<i>Turning on Bluetooth</i>	61
<i>Creating a Bluetooth Partnership</i>	61
APPENDIX	62
A.1 REGULATORY NOTICES	63
<i>Regulatory Agency IDs</i>	63
<i>European Union Notice</i>	63
<i>Federal Communications Commission Notice</i>	64
<i>Exposure to Radio Frequency (RF) Signals</i>	65
<i>WEEE Notice</i>	65
<i>RoHS Compliance</i>	66
<i>Warning!</i>	66
A.2 PC REQUIREMENT TO RUN ACTIVESYNC 4.5	67

Chapter 1. Getting To Know Your Device

1.1 Introduction of Your Device

Accessories



A	AC Adapter	Recharges the device battery.
B	Stereo Headset	Allows you to make hands-free calls.
C	USB Cable	Connects the device to a Windows PC.
D	Getting Started CD	Windows Mobile™ Getting Started Disc.
E	User Manual/Quick Start Guide	Provides instructions and help for using the device.
F	EU plug	Fits the AC adapter for use in Europe.
G	Stylus	For writing, drawing, or making selections on the device touch-screen.
H	Battery	Rechargeable Li-ion polymer battery.
I	TV out cable	Allows you to show images on the device's screen via a television.
J	UK plug	Fits the AC adapter for use in the UK.

Views of the Device



Inventec
Mobile Business Unit
35, Zhongyuan South Road, Sec. 2
Beitou district, Taipei, Taiwan
Tel: +886 (0)2 2881 0721

Project Name: CERES 7055 Scale: 1 : 1
Client: File name:
Date: Design by: Mike Chang
Dim: 112.5 x57 x15
Projection:

This document is confidential and the sole property of Inventec Corporation (address). It is meant for use only by the intended recipient and only in connection with and subject to the terms of its contractual relationship with Inventec Corporation. Acceptance and/or use of any of the information & design contained in this document indicates agreement not to disclose or otherwise make available to any person who is not an employee of the intended recipient, or to any other entity, any of the information contained herein.

1	Camera key *	Press to launch the camera program.
2	Volume up*	
3	Volume down*	
4	Side key*	Short press to carry out OK/Close functions; hold down to launch the application toolbar shortcuts.
5	Power slider	Push the power slider rightwards to turn on your device; push the slider to the left side to lock your device.
6	Second camera	Use this camera for taking self portraits.
7	Bluetooth/notification LED	Indicates Bluetooth/notification status. The blue light flashes when Bluetooth is active or when notifications exist for messages, missed calls or reminders.
8	Telephone receiver	Speaker for listening to phone calls.
9	Battery/GSM LED	Indicates battery/GSM status. LED displays solid red or green light when the battery is under charge or the battery is fully charged. Green light flashes when GSM/UMTS is on.
10	Touch screen	2.8-inch TFT LCD with touch screen.

11	Velocity logo	Tap here in any screen to show the application toolbar shortcuts.
12	TALK	Press TALK to dial or answer a call.
13	Jog ball	Roll up, down, left or right to move through menus and programs; carry out the selection by pressing the jog ball.
14	END	End a call or close phone application.
15	Mini-USB connector	Mini-USB connector for PC sync and battery charging.
16	Back cover latch	
17	Microphone	Speak into the microphone when talking on the phone or recording a voice note.
18	Reset switch	Push the stylus into the reset hole to soft-reset your device. Be sure to first push the power slider rightwards to switch the device into sleep mode before resetting the device; otherwise unsaved data or settings may be lost.
19	Earphone socket/ TV out cable socket	Socket for connecting a 2.5 mm earphone jack or TV out cable.
20	MicroSD card slot	Insert a mini-SD card to expand device memory.
21	Stylus	Write, draw, or make selection on the device touch-screen.
22	Self-Portrait mirror	Reflector to help camera positioning while taking a self-portrait shot.
23	Main camera	Use the main camera to take photos or record video clips.
24	Speaker	Listen to audio media or listen to a phone call hands-free.
25	Back cover	Unlock the back cover latch and remove the back cover to install the battery, the SIM card and the MicroSD card.

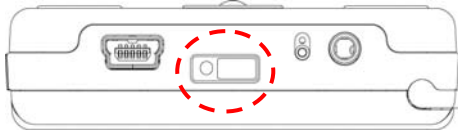
* You can change the default programs/functions assigned to these buttons. To assign new programs/functions, tap **Start**, tap **Settings**, and then tap **Buttons**.

1.2 Installing SIM Card, Battery and MircorSD Card

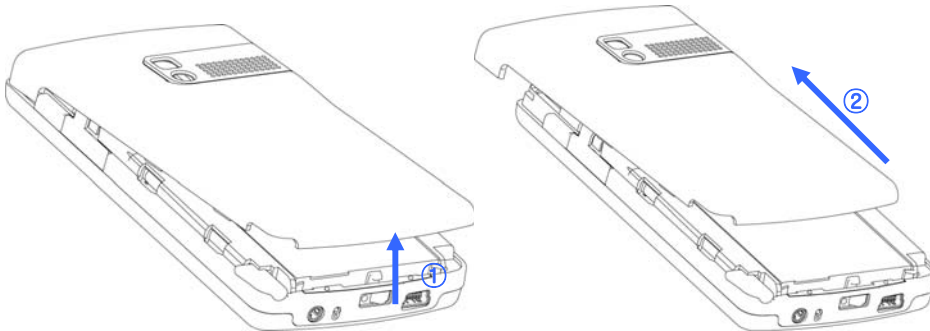
Installing the SIM Card and the Battery

If you want to use the telephone features of the device, you must install a valid SIM card.

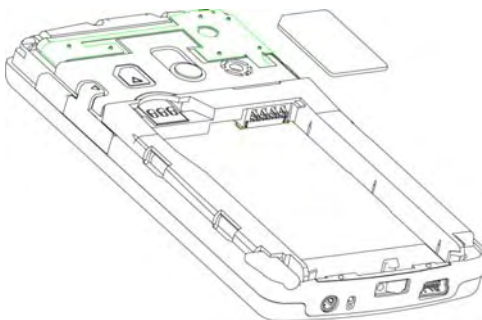
- With the back cover facing you, push the back cover latch to the right side to unlock it.



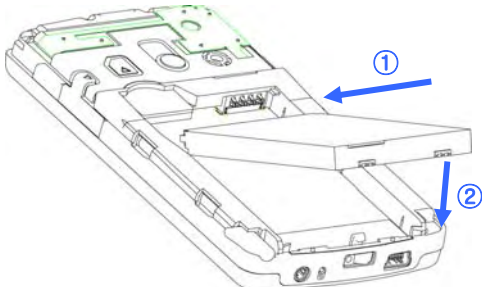
- Lift the back cover as the diagram shown below and then slide the back cover upwards in order to remove the back cover completely.



- Place the SIM card into the SIM card slot with the gold contact facing down. The SIM card's cut-off corner should match the cut-off corner in the SIM card slot.



- Place the battery in position by aligning the golden contacts of the battery with the corresponding connectors on the phone.



- Push the opposite end of the battery until it snaps into place.
- Close the back cover and lock it by sliding the latch to the left side.

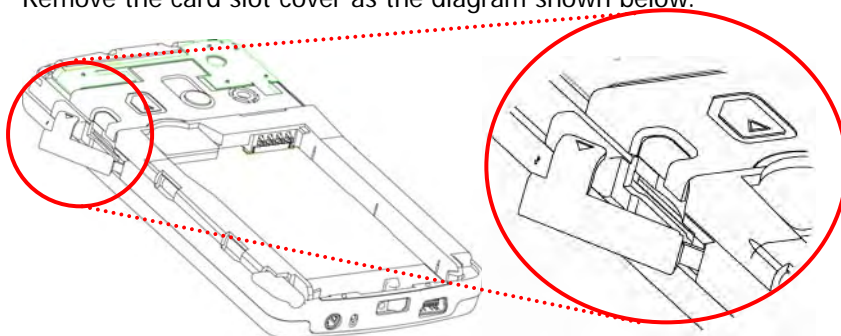
- ❗ The device is supplied with a rechargeable Li-ion polymer battery. This battery is supplied completely discharged and should be charged for at least 8 hours before first use.
- ❗ Please follow the normal turn-off procedure to remove the battery; otherwise unsaved data may be lost.

Installing a MicroSD Card

Your device contains a MicroSD card slot; use a certified MicroSD card in this slot to expand the device's storage memory by up to **2GB**.

To install the MicroSD card, do the following:

1. Unlock the back cover latch and remove the back cover.
2. Remove the card slot cover as the diagram shown below.



3. Insert the MicroSD card with the logo side up and push into place until it clicks down and is held in place.

To remove the MicroSD card, gently press the card and it will eject itself. You can then remove the card by hand.

- ❗ Inserting the MicroSD card in the wrong direction by force can cause damage to the card and the card slot.

1.3 Battery Information

Battery performance depends on many factors, including your wireless service provider's network configuration, signal strength, the temperature of the environment in which you operate your phone, the features and settings you select and use, items attached to your phone's connecting ports, and your voice, data, and other program usage patterns.

Battery life estimates (approximations):

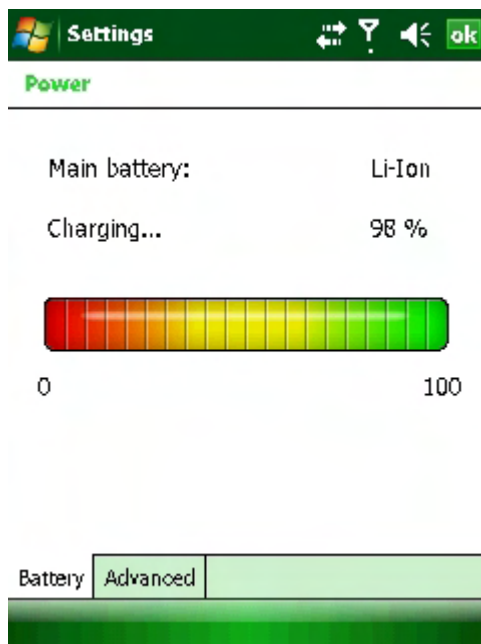
- Talk time: **5 hours**
- Standby time: **150-200 hours**

Reducing Risk of Fire or Burns

- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush or puncture the battery, short the external contacts, or dispose of in fire or water.
- Do not expose to temperatures above 45°C (113°F) or below -10°C (14°F).
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used batteries as stipulated by local regulation and in a manner that respects the environment.

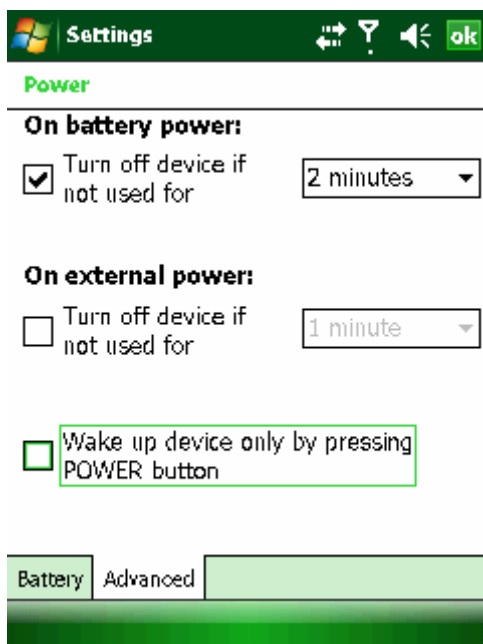
Checking the Battery Power

- Tap **Start**, tap **Settings**, tap the **System** tab, and then tap **Power**.



Optimizing Power Performance

- Tap **Start**, tap **Settings**, tap the **System** tab, tap **Power**, tap **Advanced**, and then adjust the time for turning off the device if it is not in use.



Managing a Low Battery

When the low-battery warning appears, do the following:

1. Immediately save your current data.
2. Start charging the battery or turn off your phone.

Charging the Battery

1. To charge the battery, make sure the battery is sitting in the battery slot correctly. See the previous section for how to install the battery.
2. Do one of the following:
 - Connect the device to the AC adapter and plug the AC adapter into a power outlet.
 - Connect the device to a PC with the USB cable (supplied with the device).



To charge the device with the USB cable, you must connect the device to a functioning USB port on a PC that is powered on.



For safety reasons, charging will not occur at temperatures below 0 °C/32 °F or above 40 °C/104 °F.

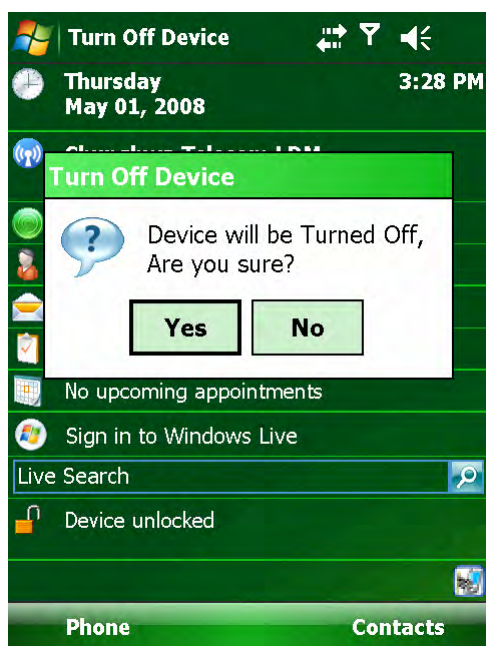
Chapter 2. Basic Operations

2.1 Getting Started

Turning On/Off the Device




Push the power slider rightwards to turn on the device. When your device is turned on, you can push the power slider rightwards to switch the device into sleep mode. You can still receive phone calls and messages when the device is operating in sleep mode. To resume the system from sleep mode, push the power slider rightwards.

To power off the device completely, press and hold the power slider rightwards for 5 seconds and the system will ask you to confirm before powering off the device.




2.2 Input Methods

The device contains 4 software input methods: keyboard, Letter Recognizer, Block Recognizer, and Transcriber.

Icon	Input Method
	Keyboard
	Letter/Block Recognizer
	Transcriber

Keyboard

- Tap the  (in the center of the bottom menu bar) to launch the on-screen software keyboard. If the Keyboard is not the selected input method, tap the input method selector arrow (the up arrow next to the input method icon) and select **Keyboard**.

- To enter text, tap the keys on the on-screen keyboard.



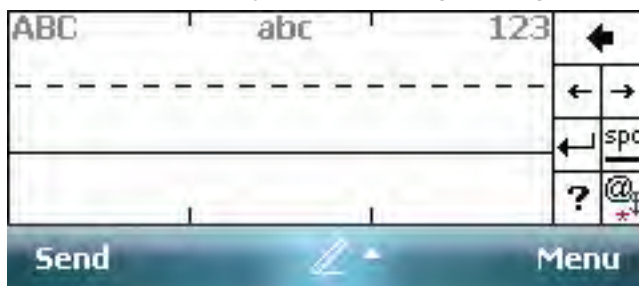
- Tap the CAP key on the on-screen keyboard to enter capital letters and/or symbols.



Letter Recognizer

Letter Recognizer recognizes one letter, number, or symbol at a time.

- To launch Letter Recognizer, tap the input method selector arrow (the upward arrow next to the input method icon) and select **Letter Recognizer**.
- Write uppercase letters in the left recognition area (the ABC box).
- Write lowercase letters in the middle recognition area (the abc box).
- Write numbers and symbols in the right recognition area (the 123 box).



Block Recognizer

Block Recognizer recognizes letters written in one stroke.

- To launch Block Recognizer, tap the input method selector arrow (the upward arrow next to the input method icon) and select **Block Recognizer**.
- Write lowercase letters in the text recognition area (the abc box on the left).
- Write numbers and symbols in the numeric recognition area (the 123 box on the right).

- To input symbols, tap any recognition area, text or numeric, once and write symbols.

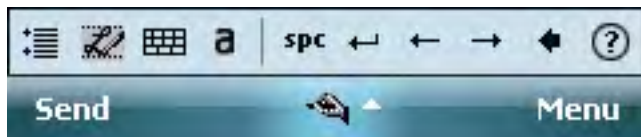



Tap ? in Letter or Block Recognizer to see a demo on how to write recognizable characters.

Transcriber

Transcriber recognizes handwriting in cursive and/or print. It uses the full screen as its recognition area. It interprets the movement of the stylus on the screen as you write.

- To launch Transcriber, tap the input method selector arrow (the up arrow next to the input method icon) and select **Transcriber**.
- Write anywhere on the screen.



The Transcriber comes with detailed help pages. Tap  if you need further assistance.

2.3 Today Screen Components

Today Screen

The Today Screen is usually the first screen that appears when you turn on the device for the first time each day. It displays a summary of relevant information, shows you the system status and contains a list of shortcuts to programs.



The items in the example screen above are defined as follows:

1	Date and time
2	Owner information
3	Unread messages, including text messages, MMS messages, and e-mails
4	Active tasks
5	Upcoming appointments
6	Tap here to use Live Search. This feature requires an internet connection.
7	Device lock status







You can also access the Today screen by selecting **Today** from the Start menu.



To change the items shown in the Today screen, tap **Start**, tap **Settings**, tap **Today**, and then tap **Items** tab.

Notification Icons

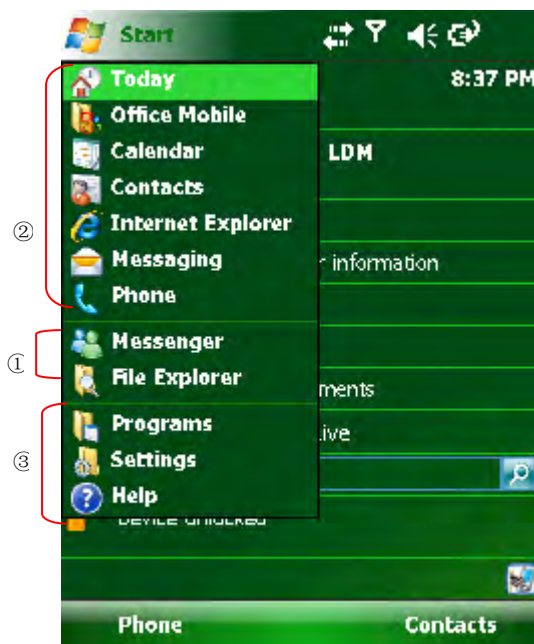
Notification icons appear at the title bar on the screen. The following table lists common status indicators and their meanings.

	New e-mail		Bluetooth headset detected
	New voice mail or text message (SMS)		Ringer on

	New notifications		Ringer off
	New instant message		Ringer in vibration mode
	Voice call		GPRS available
	Voice call in progress		GPRS in use
	Calls are being forwarded		EDGE available
	Call on hold		EDGE in use
	Missed call		No SIM card installed
	Battery full		Bluetooth connection in progress
	Low battery		Wi-Fi connection in progress
	Battery alert		Data Connection is active
	Extremely low battery		Connection is not active
	Battery charging		Synchronization in progress
	Signal strength		Synchronization error
	No signal		Roaming
	Flight mode		Alarm
	No service		

2.4 The Start Menu

The Start menu is accessible by tapping the Start button at the top left of the screen, or by pressing START on the left side of your device.



























The Start menu is divided into 3 groups, as follows:

1	Commonly used items
2	Recently accessed applications
3	List of all programs, device settings, and system help

List of All Programs







The following table lists icons of programs that are already installed on your device.



	Games	Two games are installed on your device: Bubble Breaker and Solitaire.
	ActiveSync	Synchronizes information between your device and a PC. See "Chapter 3. Synchronizing Information" for details.
	Auto Config	Lets you select your mobile operator manually and applies the correct data settings for that operator.
	Blacklist	Lets you set up a list of phone numbers to block.
	Calculator	Performs basic calculations such as addition, subtraction, multiplication, and division.
	Camera	Allows you to use the built-in device camera and microphone to capture videos and photographs.
	ClearVue PDF	Lets you read files stored in the Portable Document Format. See "9.2 ClearVue PDF" for details.
	File Explorer	Lets you view, organize and manage the files and folders on your device.
	GPS Test	Tests satellite signal strength and shows the GPS raw data stream.
	Internet Sharing	Lets you use your device as an external modem for a PC, connecting through a USB port or Bluetooth.
	Local Backup	Lets you back up and recover your data. See "9.3 Backing up/Recovering" for details.
	Messenger	Lets you send and receive instant messages with your Windows Live Messenger contacts.
	MIDlet Manager	Enables you to install Java applications from local files or a network.
	Notes	See "6.2 Using Notes" for details.

	Photo Contacts	See "5.3 Using Photo Contact" for details.
	Pictures & Videos	Collects, organizes, and sorts picture and video files in the My Pictures folder on your device or on a storage card.
	Profile	Lets you set different usage profiles for the phone in different situations. See "9.6 Profile" for details.
	SD Format	Formats the inserted mini-SD card.
	Search	Searches the data stored in your device.
	SIM Manager	Lets you manage your SIM card. See "5.2 Using SIM Manager" for details.
	SIM Toolkit	A software toolkit comes with the SIM card. The functionality of this toolkit depends on your SIM card provider.
	Tasks	Keeps track of your tasks. See "6.3 Using Tasks" for details.
	Windows Live	Allows you to access Microsoft services such as Window Live Spaces and Windows Live Messenger.
	Windows Media	Use it to play music and video.














List of All Settings





Personal

	Buttons	Configures the device's programmable buttons.
	Input	Input method configurations.
	Lock	You can set a password to unlock the device.
	Menus	Configures the Start menu.
	Owner Information	Enter and edit information about the owner of the device.
	Phone	Configures the Phone features. See "Chapter 4. Phone Features" for details.








	Sounds & Notifications	Configures program and event sounds.
	Today	Configures the Today screen items and theme, including the background wall-paper and device color-scheme.

System

	About	Windows Mobile information and device name.
	Backlight	Configures the display backlight.
	Brightness	Lets you adjust the brightness of display and keypad.
	Certificates	Manages personal and root certificates.
	Clock & Alarms	Sets time and alarms.
	Customer Feedback	Sends volunteered, non-personal information about how you use Windows Mobile software to Microsoft.
	Encryption	Encrypts files as they are placed on a storage card.
	Error Reporting	Enables or disables the in-built error reporting system.
	External GPS	Lets you define the ports used for GPS configuration.
	Factory Reset	Lets you reset all settings to the manufacturer defaults.
	Key Config	Provides functions such as LCD auto lock.
	Memory	Memory and process management.
	Power	Power management settings.
	Regional Settings	Configures the device's locale.

	Remove Programs	Allows you to view and remove installed applications.
	Screen	Lets you align the screen. See "Calibrating Your Device" in Chapter 2 for details.
	System Version	Displays the device software version.
	Windows Update	Lets you download Windows Mobile updates such as critical security fixes.

Connections

	Beam	Turns on/off the beam feature.
	Bluetooth	Configures Bluetooth settings. See "8.4 Using Bluetooth" for details.
	Connections	Configures the device's connections.
	GPRS Authentication	Helps you to change authentication schemes for GPRS setting. Please contact your mobile telephone service provider for information on which scheme to select.
	Network Cards	Configures the network adapter. When connecting to Wi-Fi, you can configure wireless networks here as well.
	WiFi Network Manager	Displays detailed information for a connected Wi-Fi Network. You can change Wi-Fi Network settings here as well.
	Wireless Manager	Turns on/off wireless, Bluetooth and phone features.

Chapter 3. Synchronizing Information

ActiveSync synchronizes information on your phone with information on your PC such as Outlook content. ActiveSync can also synchronize over a wireless or cellular network with Exchange Server, provided your company or service provider is running Exchange Server with Exchange ActiveSync.

Specifically, you can use ActiveSync to:

- Synchronize Outlook e-mail, contacts, calendar, or tasks on your phone with your PC
- Synchronize pictures, video, and music between the device and your PC.
- Synchronize Outlook e-mail, contacts, calendar appointments, and tasks on your phone directly with Exchange Server so that you can stay up to date even when your PC is turned off.
- Copy files between your phone and your PC without synchronizing.
- Select which types of information are synchronized and specify how much information is synchronized. For example, you can choose how many weeks of past calendar appointments to synchronize.

3.1 Installing and Setting up ActiveSync




Be sure to install ActiveSync on the PC before connecting your device to it.


1. Install ActiveSync on your PC, as described on the Windows Mobile™ Getting Started Disc. After setup completes, the Synchronization Setup Wizard automatically starts when you connect your device to the PC (via USB cable or Bluetooth).
2. Follow the instructions on the screen to complete the wizard. In the Sync Setup Wizard, you can:
 - Create a synchronization relationship between your PC and the device.
 - Configure an Exchange Server connection to synchronize directly with Exchange Server. To synchronize your device with Exchange Server, obtain the name of the Exchange Server, your user name, password, and domain name from your administrator before completing the wizard.
 - Choose information types to synchronize.
3. Once synchronization completes, you can disconnect your phone from your PC.

3.2 Synchronizing Information

Starting and Stopping Synchronization Manually

1. Turn on the device.
2. Connect your device to your PC using a USB cable, Bluetooth, or infrared connection. For more detailed information, see "Connecting a mobile device to a PC" in ActiveSync Help on your PC.
3. On your device, tap **Start**, tap **Programs**, and then tap **ActiveSync**.
4. To start synchronization, tap **Sync**.
5. To stop synchronizing, tap **Stop**.


 You can start and stop synchronization only if your device already has a sync relationship with a PC or Exchange Server.

 Some Anti-Virus software may conflict with ActiveSync.

Changing Which Information is Synchronized

ActiveSync synchronizes a limited amount of information by default to save storage space on your phone. You can change the amount of information that is synchronized by performing the following steps.

1. On the Today screen, click **Start > Programs > ActiveSync**.
2. Tap **Menu > Options**.
3. Do one or more of the following:
 - Select the checkbox for the items you want to synchronize. If you cannot select a checkbox, you might have to clear the checkbox for the same information type elsewhere in the list.
 - Clear the checkbox for any items you want to exclude.
 - To customize synchronization of a computer, select the computer name and then click **Settings**.
 - To customize synchronization of particular information, select the information type and then click **Settings**.
 - To stop synchronizing with one computer completely, select the computer name and click **Delete**.

 Outlook e-mail can be synchronized with only one computer and one Exchange ActiveSync server.

3.3 Changing Settings for an Information Type



Before changing settings for an information type on the device, disconnect the device from your PC.

1. Tap **Start**, tap **Programs**, tap **ActiveSync**, tap **Menu**, and then tap **Options**.
2. Select one of the information types (e.g. E-mail, Tasks or Calendar items).
3. Do one of the following:
 - To view or change settings for an information type (when available), tap **Settings**.
 - To view or change settings for a computer or Exchange Server, tap **Settings**.
4. Change the amount of information to be synchronized or other settings.
5. Tap **ok** (or **Finish** in the Exchange Server settings wizard).

3.4 Synchronizing with Exchange Server

To set up your device to synchronize directly with Exchange Server, you will need to get the name of the server and the server domain name from your service provider or system administrator. You must also know your Exchange user name and password.



Before changing synchronization settings on the device, disconnect it from your PC.

1. On your device screen, tap **Start**, tap **Programs**, tap **ActiveSync**, tap **Menu**, and then tap **Configure Server**. If you have not yet set up synchronization with Exchange Server, this menu item will instead say **Add Server Source**.
2. In **Server address**, enter the name of the server running Exchange Server, and tap **Next**.
3. Enter your user name, password, and domain name, and tap **Next**.
4. If you want the device to save your password so that you will not need to enter it on each connection, select the **Save password** checkbox.
5. Select the checkboxes for the types of information items that you want to synchronize with Exchange Server.
6. To change available synchronization settings, select the type of information, and tap **Settings**.
7. To change the rules for resolving synchronization conflicts, tap **Advanced**.
8. Tap **Finish**.



You can also use the Sync Setup Wizard to set up the device to synchronize remotely with the Exchange Server. This wizard is started when you connect your device to your PC after installing ActiveSync on the PC.

3.5 Synchronizing via Infrared and Bluetooth

Connecting to a PC using Infrared

1. Your PC must be equipped with a suitable IrDA transceiver
2. Follow the instructions in ActiveSync Help on the PC for setting up your PC to receive infrared beams.
3. Line up the infrared (IR) ports so that they are unobstructed and within close range.
4. On your device, tap **Start**, tap **Program**, and then tap **ActiveSync**.
5. Tap **Menu** and then tap **Connect via IR**.
6. Tap **Sync**.

Connecting to a PC Using Bluetooth

1. Your PC must be equipped with a suitable Bluetooth radio.
2. Follow the instructions in ActiveSync Help on the PC for configuring Bluetooth on your PC to support ActiveSync.
3. On your device, tap **Start**, tap **Programs**, and then tap **ActiveSync**.
4. Tap **Menu** and then tap **Connect via Bluetooth**. Ensure that the device and PC are within close range.
5. If this is the first time you have connected to this PC via Bluetooth, you must complete the Bluetooth wizard on the phone and set up a Bluetooth partnership with the PC before synchronizing. This process will typically involve exchanging a pass-key between the device and the PC.
6. Tap **Sync**.
7. When finished, tap **Menu** and then tap **Disconnect Bluetooth**.



To preserve battery power, turn off Bluetooth after the synchronization is completed.

Chapter 4. Phone Features

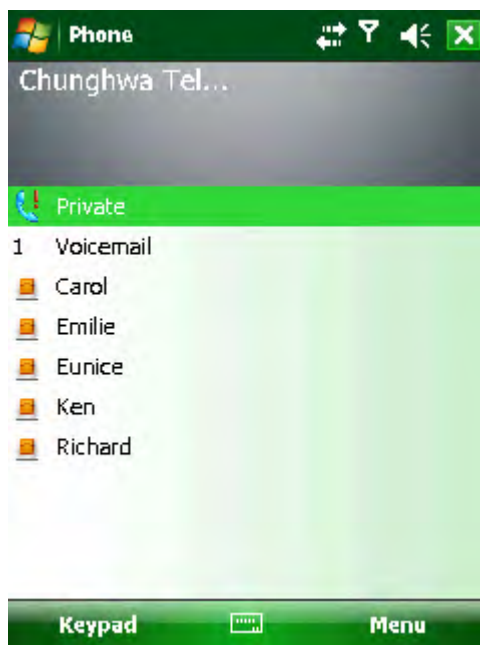
You can use your phone to make, receive, and keep track of calls, and to send text messages (SMS) and multimedia messages (MMS). You can also call a phone number directly from the Contacts application, and copy SIM contacts to Contacts on the phone.

4.1 Making a Call

The Phone Screen

You can see Call History, Speed Dial and Contacts from the Phone Screen. Moreover, you can open, call or find a contact, and even save a new number in Contacts. To access the Phone Screen, do any of the following:

- Press TALK (📞).
- Tap **Phone** on the screen.
- Tap **Start** and then tap **Phone**.

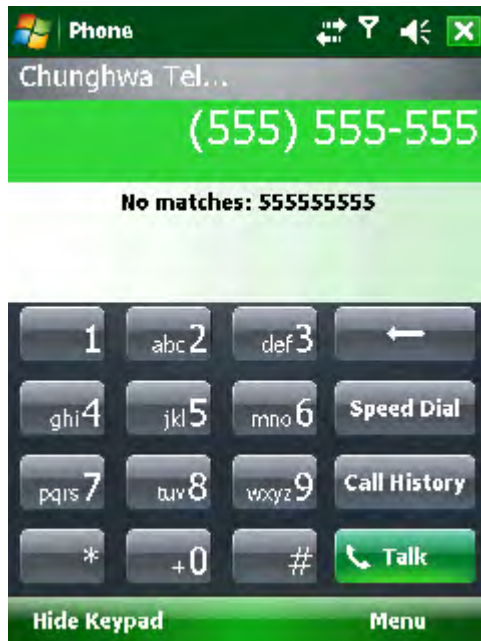



Making a Call by Using the Phone Keypad

To enter phone numbers by tapping the screen directly, you have to open the Phone Keypad.



1. On the Phone screen, tap **Keypad** to bring up the phone keypad if it doesn't show automatically. You can then tap in the phone number using the touch-screen.

- After entering the phone number, tap **Talk** on the screen or press TALK ().




Tap  on the screen once to erase one single digit in the phone number; tap and hold it to erase a whole string of numbers.

Making a Call by Using the Keyboard

- On the Today Screen, start entering a contact's name or a phone number.
- Matching contacts will be listed; select one and tap **Call** on the screen or press TALK (). The **Call** option will only appear if that contact's information includes a phone number.
- If you do not see the number or contact name, finish entering the number or name, then tap **Talk** on the screen or press TALK ().

Making a Call from Call History

The Call History screen displays calls you have made, received, and missed.

- Tap **Call History** on the Phone keypad.
- Select the name or phone number to call.
- Tap **Call** on the screen or press TALK ().



Tapping a phone number or a contact in the Call History list displays the history for all the calls related to the contact or the phone number.

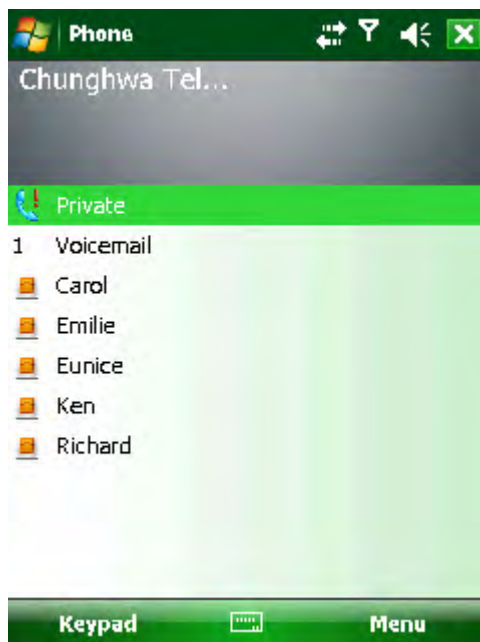


When someone who isn't in your list of contacts calls you, you can create a contact during the call or from Call History. Tap **Menu** and then tap **Save to Contacts**.

Making a Call from Contacts

Do either of the following to make a call from Contacts:

- On the Phone Screen, tap on the desired contact in the list and then tap on the number you want to dial.



- Tap **Contacts** on the Today screen, then tap and hold the desired contact and select **Call Work**, **Call Home**, or **Call Mobile** from the pop-up submenu.



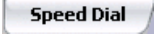
On the Phone screen, you can quickly search through Contacts by entering the first letter of contact's name or the first number of the contact's phone number.

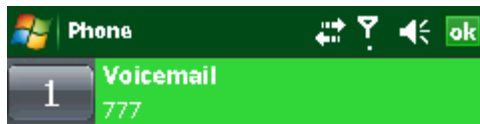
Making a Call from Speed Dial

You can create speed dial entries for frequently called numbers or frequently accessed items. Speed Dial allows you to dial a number by pressing a single key. For example, if you assign location 2 to a contact in Speed Dial, you can simply press and hold 2 on the Phone Keypad to

dial the contact's number. Speed dials can be created only for numbers that are stored in Contacts.

To create a speed dial entry for a contact

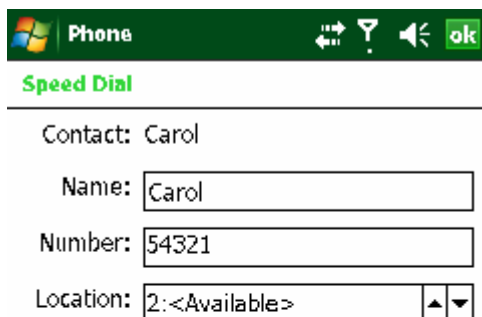
1. On Phone Keypad, tap .
2. Tap **Menu** and then tap **New**.



3. Tap the contact for whom to create a speed dial.



4. Select the phone number for which to create a speed dial.
5. In **Location**, select the speed dial number to use.



Phone

Speed Dial

Contact: Carol

Name:

Number:

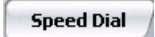
Location:

6. Tap **ok** when finished.



The first speed dial location is generally reserved for your voice mail. Speed Dial uses the next available location by default. If you want to place a number in a location that is already used, the new number replaces the existing number.



Tap  on the Phone Keypad to check the success of creating a Speed Dial entry.

To delete a speed dial entry

- In the Speed Dial list, tap **Menu** and then tap **Delete**.

To retrieve a voicemail message

- On the Today screen, press and hold 1 to access your voice mailbox, and follow the prompts to retrieve your messages.


Receiving/Rejecting a Call

When you receive a phone call, you have the option to answer it or ignore it.

To receive a call

- Tap **Answer on-screen** or press TALK () to accept an incoming call.

To end a call

- Tap **Ignore** or press END () to hang up a call.



To adjust the earpiece volume during a call, roll the scroll wheel up/down on the phone side panel. Adjusting the volume at any other time to change sound levels for the phone ringer, system notifications and music.



You can mute the volume of incoming calls by scrolling the wheel all the way down.

4.2 Configuring the Phone

Your wireless service provider may provide useful services such as Call Barring, Caller ID, Call Forwarding, Call Waiting, Voice Mail and Text Messages and Fixed Dialing. You can get these settings from the Network and change them.

Activating PIN Security

Most Subscriber Identity Module (SIM) cards are preset with a personal identification number (PIN) that is provided by your wireless service provider. When PIN Security is activated, you need to enter the PIN whenever you use your phone.

1. Tap **Start**, tap **Settings**, tap **Phone**, and then select **Require PIN when phone is used**.
2. Enter the preset PIN provided by your wireless service provider.
3. Tap **Enter**.



If your PIN is entered incorrectly three times, the SIM card will be blocked. If this happens, you can unblock it with the PIN Unblocking Key (PUK) obtained from your wireless service provider.

Changing the Ring Type and Ring Tone

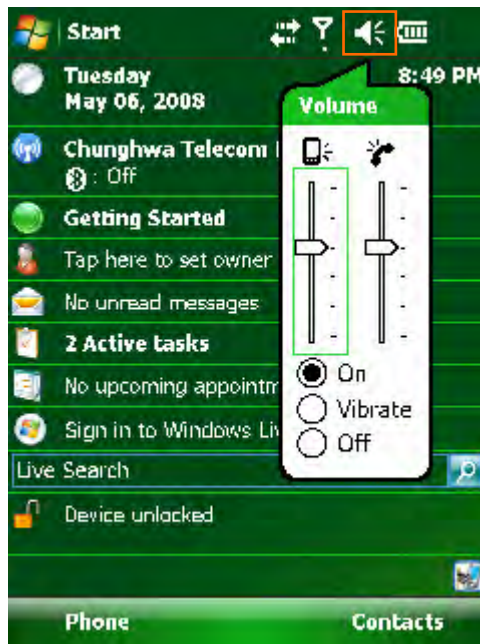
You can choose how to be notified for incoming calls.

1. Tap **Start**, tap **Settings**, and then tap **Phone**.
2. In the **Ring type** list, tap the desired option.
3. In the **Ring tone** list, select the sound you want to use.
4. Tap **ok**.

Changing the Ringer Volume

You can press Volume on the left side of the device to change the ringer volume or do the following:

1. Tap the volume button on the screen.



2. Do either of the following:
 - Move the slider to the desired volume level.
 - Select **On**, **Vibrate**, or **Off** to quickly change both the ringer and system and settings.

Blocking Incoming or Outgoing Calls

Please note that, depending on the options you choose here, you may not be able to receive or make calls.

1. Tap **Start**, tap **Settings**, tap **Phone**, and then tap the **Services** tab.
2. Tap **Call Barring** and then tap **Get Settings**.
3. Choose the calls you want to block, and tap **ok**.
 - Block incoming calls: All calls, When roaming, Off.
 - Block outgoing calls: All calls, International, International except to home country, Off.


Displaying Caller ID

You can provide a way for people to see your number when you are calling them.

1. Tap **Start**, tap **Settings**, tap **Phone**, and then tap the **Services** tab.
2. Tap **Caller ID** and then tap **Get Settings**.
3. Select **Everyone**, **No one** or **Only to contact**.

Call Waiting


When you are in another call, you will be notified of an incoming call if this option is selected.

1. Tap **Start**, tap **Settings**, tap **Phone**, tap the **Services** tab, tap **Call Waiting**, and then tap **Get Settings**.
2. Select **Notify me** or **Do not notify me**, and tap .



Another way of changing phone settings is to select **Menu > Options > Services** from the Phone keypad.

Selecting a Network Manually

1. Tap **Start**, tap **Settings**, tap **Phone**, and then tap the **Network** tab. Alternatively, you can tap **Menu**, tap **Options**, and then tap **Network** from the Phone Screen.
2. In the **Network selection** list, tap **Manual**. The list of available networks will be displayed.
3. Select the network you want to use, and then tap .

Chapter 5. Contacts & Messaging

The Contacts application helps you to manage your contact information for friends, family and business associates.

The Messaging application is the unified point of access for all message types within your device. With Messaging, you can send and receive text messages, e-mails, and MMS messages.

This section describes how to send and receive different kinds of messages, and how to use Contacts to manage addresses and phone numbers.

5.1 Using Contacts

Contacts is your address book and information storage for the people and businesses you communicate with. This is where you can store phone numbers, e-mail addresses, home addresses, and any other information that relates to a contact (such as a birthday or an anniversary date). You can also add a picture or assign a specific ring tone to a contact.

You can quickly communicate with people using the contact list. Click a contact in the list for a summary of contact information and available communication methods. This summary page will allow you to call or send a message, depending on the information available for that contact.

If you use Outlook on your PC, you can synchronize contacts between your phone and PC.

Creating a New Contact

1. Tap **Start**, tap **Contacts**, and then tap **New**.
2. Select **Outlook Contact**.
3. Enter information for the new contact.
4. Tap **ok**.



If someone who isn't in your list of contacts calls you or sends you a message, you can create a contact from Call History or from the message by tapping **Menu** and then tapping **Save to Contacts**.



To save an existing contact to your SIM card, open the contact, tap **Menu** and then tap **Save to SIM**.

Viewing and Editing Contact Information

1. Tap **Start**, and then tap **Contacts**.
2. Tap the contact whose information you want to view.
3. To edit the information, tap **Menu** and then tap **Edit**.
4. Do any of the following:
 - Tap **Picture** and select a picture you want to add. This can be an existing picture, or you can take a new picture using the Camera application.
 - Tap **Ring Tone** and select the ring tone you want to use for this contact. This will allow you to know who is calling without having to look at the screen.
5. When finished making changes, tap **ok**.

Sending an E-mail to a Contact

1. Tap **Strat** and then tap **Contacts**.
2. Select the contact from the list.
3. Select the e-mail account to use.
4. Enter a subject, compose your message, and then tap **Send**.

Sending a Text Message to a Contact

1. Tap **Start** and then tap **Contacts**.
2. Tap the contact you want to send a text message to, and tap **Send text message**.
3. Compose your message, and tap **Send**.

Creating a SIM Contact

Contacts can be created and stored on a subscriber identity module (SIM.) If you move the SIM to another phone, your SIM contacts are moved as well.

1. Tap **Start**, tap **Contacts**, and then tap **New**.
2. Select **SIM Contact**.
3. Enter the name and phone number of the contact and tap **ok**.

5.2 Using SIM Manager

The SIM Manager helps you to manage the phonebook in your SIM card. Using the SIM Manager, you can easily transfer phonebook entries from your SIM card to Contacts.

Adding a Phonebook Entry to the SIM Card

Please note that SIM card contacts can store far less information than Outlook contacts. There

is a restriction on the length of the contact name, and you can only have one number per contact.

1. Tap **Start**, tap **Programs**, and then tap **SIM Manager**.
2. Tap **Add** and enter the name and phone number you want to add.
3. Tap the **Add** button.

Deleting a Phonebook Entry from the SIM Card

1. Tap **Start**, tap **Programs**, and then tap **SIM Manager**.
2. Select an entry you want to delete, tap **Menu** and then tap **Delete**.
3. Tap **Yes** to confirm that you want to delete the contact.

Saving Phonebook Entries to Contacts

1. Tap **Start**, tap **Programs**, and then tap **SIM Manager**.
2. Select the entries you want to save to Contacts by checking the checkboxes in front.
3. Tap **Menu**, and then tap **Save to Contact**.
4. Tap **ok** to close the notification dialog box.

5.3 E-mail

Setting Up an E-mail Account

Before you set up your Internet e-mail account, please ensure that you have the necessary information from your e-mail service provider. The kind of information you'll need to have ready is tabulated below. Use this as a check-list before proceeding with the account set-up.

Setting	Description
User name	Usually the first part of your e-mail address, which appears before the "at" sign (@). For some e-mail service providers, the full e-mail address is used as the user name.
Password	Choose a strong password. You will have the option to save your password, so that you do not need to enter it each time you connect to your e-mail server.
Domain	The domain name. This may not always be required.
Server type	The type of e-mail server that hosts your mailbox (POP3 or IMAP4).
Account name	A friendly name for this account (e.g. "My Webmail"). You must use a different name for each account that you set up.

Network	The type of network your e-mail server connects to (e.g. Work or The Internet).
Incoming mail server	The name of your e-mail server (POP3 or IMAP4).
Require SSL connection	Select this to ensure you always receive e-mail for this account using an SSL connection. This enables you to receive personal information more securely. Please note that if you select this and your ISP does not support an SSL connection, you will not be able to connect to receive e-mail.
Outgoing mail server	The name of your outgoing e-mail server (SMTP).
Outgoing server requires authentication	Your outgoing e-mail server (SMTP) may require authentication. Note: unless otherwise specified in the next section, your previously given user name and password will be used for authenticating against the outgoing e-mail server.
Outgoing server settings	Your outgoing e-mail server may require different authentication settings than your incoming e-mail server.
Use different user name for outgoing server	A checkbox that lets you enter separate settings for your outgoing e-mail server.
User name	Your user name for the outgoing e-mail server.
Password	Your password for the outgoing e-mail server.
Domain	The domain name of the outgoing e-mail server.
Require SSL connection (Outgoing mail server only)	A connection that enables you to send personal information more securely. Note that if you select this and your ISP does not support an SSL connection, you will not be able to send e-mail.

Now you are ready to set up your account:

1. Tap **Start**, tap **Messaging**, and then select **Setup E-mail**.
2. Enter your e-mail address and password. Select **Save password** if you want, or you can enter the password each time you send and receive e-mail. Then tap **Next**.
3. Tap **Next**. If the device is connected to the internet, the Auto Setup feature will attempt to retrieve settings for this e-mail account, saving you the effort of typing in all the required settings. If no matching settings are found (or if no internet connection exists), then you will need to enter each setting manually.
4. Enter the name you want to appear when you send messages, and then tap **Next**.

5. In **Automatic Send/Receive**, select a frequency for sending/receiving e-mail. Please note that data charges will probably be incurred if you send and receive e-mail outside of WiFi or Bluetooth range. Tap **Review all download settings** to change your e-mail settings; otherwise, tap **Finish** to start downloading messages.



To change options for an e-mail account, tap **Start**, tap **Messaging**, tap **Menu**, tap **Options**, and then select the type of options to change.



If you save your password and then lose your phone, someone finding your phone might be able to gain access to your e-mail.

Composing an E-mail Message

1. Tap **Start** and then tap **Messaging**.
2. Select an e-mail account to use.
3. Tap **Menu** and then tap **New**. This will bring up a new e-mail form.
4. Enter recipient e-mail addresses in the **To**, **Cc** and/or **Bcc** fields as necessary. Insert a semicolon (;) between multiple addresses.
5. In the **Subject** field, type in a subject.
6. Enter a message.
7. Tap **Send**. E-mail messages are stored in Outbox and are sent to recipients the next time you synchronize or connect to your e-mail server and send and receive mail.



You can quickly enter e-mail addresses from your contact cards. In the **To** field, press **ENTER** and select a recipient from the list. Then, select the recipient's e-mail address.



To change message settings such as its priority, tap **Menu** and then tap **Message Option** in the message you are editing. Select the type of options to change and then tap **ok**.

Reading an E-mail Message

1. Tap **Start**, tap **Messaging**, and then select an e-mail account..
2. Make sure the folder drop-down menu says **Inbox▼**. If it doesn't, tap the drop-down menu and select **Inbox** under this e-mail account.
3. In the e-mail list, tap the e-mail message you want to read.



Unread e-mails are normally listed in the Messaging item on the Today screen. You can access unread e-mails directly by tapping the Messaging item on the Today screen.

Chapter 6. Basic Applications

6.1 Using Calendar

Use the Calendar application to schedule appointments, including meetings and other events. Your appointments for the day can be displayed on the Today screen. If you use Outlook on your PC, you can synchronize appointments between your device and PC. You can also set Calendar to remind you of appointments with an audible alarm or flashing light.

You can look at your appointments in several different views (Day, Week, Month, Year and Agenda). To see detailed appointment information in any view, tap the appointment.

Making an Appointment

1. Tap **Start** and then tap **Calendar**. Alternatively, you can tap the appointment item on the Today Screen.
2. Tap **Menu** and then tap **New Appointment**.
3. Enter information about the appointment.
4. Tap **ok** to save the appointment.



If you make this appointment as an all-day event, it will not occupy blocks of time in Calendar; instead, it will appear in banners at the top of the Calendar view.



You can assign a category to an appointment or create a new category for it.

Deleting an Appointment

1. Tap **Start** and then tap **Calendar**.
2. In Agenda/Day/Week view, select the appointment to delete.
3. Tap **Menu** and then tap **Delete Appointment**.
4. If the appointment is recurring, tap **All** to delete the series, or tap **One** to delete only the current occurrence.



When you delete an appointment in Calendar on your phone, it is also deleted on your PC the next time you synchronize. If the appointment has not been synchronized with a PC, it will be deleted only from the phone.

Changing the Default Calendar Settings

1. Tap **Start** and then tap **Calendar**.

2. Tap **Menu**, tap **Tools**, tap **Options** and then do one of the following:
 - To assign a default view, in **Start in**, select **Agenda View**, **Day View**, **Week View**, **Month View** or **Year View**.
 - To specify the first day of the week, in **1st day of week**, tap **Sunday** or **Monday**.
 - To specify the number of days you want to appear in a week, in **Week view**, tap **5-day week**, **6-day week**, or **7-day week**.
3. Tap **ok** to save settings.

6.2 Using Notes

The Notes application helps you to quickly capture thoughts, questions, reminders, to-do lists, and meeting notes. You can create handwritten and typed notes, record voice notes, convert handwritten notes to text for easy readability, and send notes to others.

Your notes and recordings are displayed in the note list. If you have a long list, tap the sort list (labeled **Name** by default), and select the option you want. To open a note or play a recording, tap it. To see a list of available actions for a note or recording, tap and hold the note or recording.

Creating a Note



1. Tap **Start**, tap **Programs**, and then tap **Notes**.
2. Tap **New** and enter text.
3. Tap **ok** to save your note.

Setting the Default Input Mode for Notes

1. Tap **Start**, tap **Programs**, and then tap **Notes**.
2. Tap **Menu** > **Options**
3. Select one of the following modes in **Default mode**:
 - Select **Writing** if you prefer your notes to be handwritten.
 - Select **Typing** if you would like your notes to be typed.
4. Tap **ok**.

Creating a Stand-alone Voice Recording

1. Tap **Start**, tap **Programs**, and then tap **Notes**.

2. If the recording toolbar is not shown, tap **Menu** and then tap **View Recording Toolbar**.
3. Tap the RECORD button  on the recording toolbar and speak into the microphone to start a voice recording.
4. Tap the STOP button  on the recording toolbar when finished. The recording will appear in the notes list, and you can review it by tapping it.
5. Tap **ok** to return to the notes list.



Except creating a stand-alone voice recording, you can also add a voice recording to a note.

Switching between Typing/Writing Modes

1. Tap **Start**, tap **Programs**, and then tap **Notes**.
2. Create a new note or open an existing note from the notes list.
3. Tap **Menu** and then tap **Draw** to switch to a different mode.

Deleting a Note

1. Tap **Start**, tap **Programs**, and then tap **Notes**.
2. Tap and hold the note and then tap **Delete**.
3. Tap **Yes** to confirm deleting the selected note.

Choosing a Default Note Template

1. Tap **Start**, tap **Programs**, and then tap **Notes**.
2. Tap **Menu** and then tap **Options**.
3. Select a template from Default template.
4. Tap **ok** to save your settings.

6.3 Using Tasks

Use Tasks to keep track of things you need to do. A task can occur once or repeatedly (recurring). You can set reminders for your tasks and you can organize them by using categories.

Your tasks are displayed in a task list. Overdue tasks are displayed in red.

If you use Outlook on your PC, you can synchronize tasks between your device and PC so that tasks you create or update on your PC will also be updated on your device and vice versa.



To quickly see the number of active tasks you have, tap **Start** and then tap **Today**. If the Tasks item is enabled, you will see the number of active tasks listed on the Today screen.

Creating a Task

1. Tap **Start**, tap **Programs**, and then tap **Tasks**.
2. Do one of the following:
 - Tap the box labeled **Tap here to add a new task**, enter the task name and press the jog ball.
 - Tap **Menu**, tap **New Task**, and then enter details about the new task.



You can synchronize information on your phone with your PC to keep your task list up to date in both locations.



If you create a new task with a reminder on your PC and then synchronize tasks with your phone, the reminder will play at the time it was set on your PC.



You can assign a category to a task or create a new category for it. When editing a task, tap **Categories**, tap **New**, and then give the new category a name. Tap **Done** and the new category will appear in the list.

Deleting a Task

1. Tap **Start**, tap **Programs**, and then tap **Tasks**.
2. Select the task, tap **Menu**, and then tap **Delete Task**.

Changing a Task

1. Tap **Start**, tap **Programs**, and then tap **Tasks**.
2. Select an existing task, and tap **Edit**.
3. When finished making changes, tap **ok**.

Sorting/Filtering Your Tasks

1. Tap **Start**, tap **Programs**, and then tap **Tasks**.
2. Do one of the following:
 - To sort the tasks, tap **Menu**, tap **Sort by**, and then select a sorting option (e.g. Status or Due Date).
 - To filter the tasks by category, tap **Menu**, tap **Filter**, and then select a category to display.

Setting Tasks Options

1. Tap **Start**, tap **Programs**, and then tap **Tasks**.
2. Tap **Menu** and then tap **Options**, there are 3 options you can set:
 - Set reminders for new items
 - Show start and due dates
 - Show Tasks entry bar

Chapter 7. Connecting to the Internet

7.1 Setting up Internet connections

Your device's powerful networking capabilities allow you to access the Internet or your corporate network at work through telephony or wireless connections. Specifically, you can configure your device to establish a connection via GPRS or a network Proxy.

With an active connection on your device, you can browse the Web, download e-mails, or use Window Live Messenger. Check with your service provider to see if a connection has already been set up for you, and if over-the-air configuration is supported.

If you need to manually set up a connection, it is important that you obtain the following information from your Internet Service Provider (ISP) or the company whose intranet you are trying to access:

- User name
- Password
- Access point name (required for GPRS connection)
- Domain name (required for accessing a corporate network or an intranet)

Creating a GPRS Connection

Every network connection is different. You should gather all of the relevant information or network settings you need before starting this process.

1. Tap **Start**, tap **Settings**, tap the **Connections** tab, and then tap **Connections**.
2. Tap **Add a new modem connection**.
3. Enter the following information (you may or may not need to enter all of the following information) and then tap **Finish**.
 - Enter a name for the connection.
 - In **Select a modem**, select **Cellular Line (GPRS)**, and then tap **Next** to continue.
 - In **Access point name**, enter the access point name and then tap **Next**. Access point name will be provided by your carrier.
 - In **User name**, enter your user name for the GPRS network, if required. Again, this has to be provided by your carrier.
 - In **Password**, enter a password, if required.
 - Tap **Advanced** > **Servers** tab. In **DNS**, enter the primary Domain Name System (DNS) address, if required.
 - In **Alt DNS**, enter the secondary DNS address, if required.

- Tap **TCP/IP** tab. In **Use specific IP address**, enter the Internet Protocol (IP) address for the device, if required.

The phone uses this connection when you open a program that connects to the Internet.

Creating a Proxy Connection

Every network connection is different. You should gather all of the relevant information or network settings you need before starting this process.

1. Tap **Start**, tap **Settings**, tap the **Connections** tab, and then tap **Connections**.
2. Tap **Set up my proxy server**.
3. Check the checkbox in front of **This network connects to the Internet**.
4. Check the checkbox in front of **This network uses a proxy server to connect to the Internet**.
5. Under **Proxy server**, enter the proxy server name.
6. If the proxy server uses a different port or requires a username and password tap **Advanced**, select the proxy type to change its settings, then enter username, password and/or port number in the proper fields.
7. Tap **ok**.

Deleting a Connection

1. Tap **Start**, tap **Settings**, tap the **Connections** tab, and then tap **connections**.
2. Tap **Manage existing connections** in the **My ISP** section.
3. Tap and hold on the connection you want to delete and select **Delete**.




The device cannot connect to a PC through ActiveSync while connecting to the Internet using GPRS.

7.2 Using Internet Explorer Mobile

Internet Explorer Mobile is a full-featured Web browser, optimized for use on your phone. You can use Internet Explorer Mobile to browse the Internet once you have set up your Internet connection (if you haven't done so, please read the previous section before continuing).

Browsing the Internet

1. To browse the Internet you must have a valid connection established.

2. Tap **Start** and then tap **Internet Explorer**.
3. Do either of the following:
 - Enter the address in the address bar, and tap .
 - Tap **Favorites**, then select a Web Page from the list.

Adding a Web Page to the Favorite List

1. Tap **Start** and then tap **Internet Explorer**.
2. To go to the page you want to add, tap **Menu** and then tap **Add to Favorites**.
3. Confirm or change the name and Web page address.
4. In **Create in**, select a folder for this favorite.
5. Tap **Add**.



A quick way to add favorites to your phone is to synchronize with your PC using ActiveSync. For more information, see [ActiveSync Help on your PC](#).

Deleting a Favorite

1. Tap **Start** and then tap **Internet Explorer**.
2. Tap **Favorites**.
3. Tap the **Add / Delete** tab.
4. Select the favorite to delete.
5. Tap the **Delete** button.
6. Tap **Yes** to confirm the deletion.

Changing the Size of Text on Web Pages

1. Tap **Start** and then tap **Internet Explorer**.
2. Tap **Menu**, tap **View**, tap **Text Size**, and then select the size you want.

Showing or Hiding Pictures on Web Pages

1. Tap **Start** and then tap **Internet Explorer**.
2. Tap **Menu**, tap **View**, and then tap **Show Pictures**. A check mark next to Show Pictures indicates that pictures will be displayed. Un-check this item if you do not want Internet Explorer to show pictures.

Changing Web Page Display Options

1. Tap **Start** and then tap **Internet Explorer**.

2. Tap **Menu** and then tap **View**.
3. Select one of the following:
 - **One Column**. Arranges the content into one column that is as wide as the screen. This means that you will rarely have to scroll horizontally.
 - **Fit To Screen**. Maintains a layout similar to what you see on a desktop computer, but makes items smaller and arranges the content so that you can see most of it without having to scroll horizontally.
 - **Desktop**. Keeps the same layout and size as on a desktop computer, which will require both horizontal and vertical scrolling.

Send a Link via E-mail

1. Tap **Start** and then tap **Internet Explorer**.
2. Go to the page you want to send.
3. Tap **Menu**, tap **Tools**, and then tap **Send Link**.
4. The Messaging accounts list will appear. Select an account.
5. A new message is created with the page address inserted in the message body. Choose a recipient, enter any accompanying message and then tap **Send**.

Clearing History, Cookies, or Temporary Files

From time to time you might want to clear up space on your device and wipe Internet Explorer's browser history.

1. Tap **Start** and then tap **Internet Explorer**.
2. Tap **Menu**, tap **Tools**, and then tap **Options**.
3. Tap the **Memory** tab.
4. Change the number in the day(s) box if needed.
5. Tap **Clear History** or **Delete Files** and then tap **ok**.

Viewing a Page in Full Screen Mode

1. Tap **Start** and then tap **Internet Explorer**.
2. Tap **Menu**, tap **View**, and then tap **Full Screen**.



To exit full screen mode, tap and hold on the screen, and then un-check the **Full Screen** item in the pop-up menu to cancel the selection.

Chapter 8. Transferring Files To and From Your Device

You might need to transfer application data such as Word documents, Excel spreadsheets, PowerPoint slides, and/or media files from your PC to your device, and vice versa. This section describes different methods for transferring files to and from your device.

8.1 Using ActiveSync



To transfer files from PC to your device with ActiveSync, Windows XP users must first install Microsoft ActiveSync on the PC first. Windows Vista users do not need to install ActiveSync, but should use Windows Mobile Device Center, which comes pre-installed with Vista. Please refer to “Chapter 3. Synchronizing Information” for details on how to install and set up ActiveSync.

1. Connect your device to the PC with the USB cable. Microsoft ActiveSync on the PC should start up the Synchronization Setup Wizard automatically..
2. Select an information type under Synchronization Options in the Synchronization Setup Wizard by checking the appropriate checkbox.
3. Click the **Settings** button and add the files you want to transfer to the device. Click the **OK** button when you finish.
4. Click **Next**, and then click **Finish** to start the synchronization process.
5. On your device, tap **Start**, tap **Programs**, and then tap **File Explorer**. The newly transferred files should appear under **My Documents**. Check to see if the files have been transferred to your device successfully.

8.2 Transferring from Memory Cards

1. Insert your memory card into the device's MicroSD card slot.
2. Tap **Start**, tap **Programs**, and then tap **File Explorer**.
3. In the **Show** list, select **Storage Card**.
4. File Explorer should display all the files stored in your memory card. Tap and hold the file or folder you want to transfer, and then select **Copy** from the pop-up menu.
5. From the **Show** list in File Explorer, choose the destination folder for the copied files. (For example, tap **My Device** and then tap **My Documents**.)
6. In the destination folder, tap **Menu**, tap **Edit**, and then tap **Paste**.

8.3 Using Bluetooth

Bluetooth is a short-range wireless communication technology. Devices with Bluetooth capabilities can exchange information over a distance of about 10 meters without requiring a physical connection. You can even beam information to a device in a different room, as long as it is within range.

Before transferring files, you must turn on Bluetooth and establish a Bluetooth partnership between your device and the other device (typically your PC, but it could equally be a headset or another phone).

Turning on Bluetooth

1. Tap **Start**, tap **Settings**, tap the **Connections** tab, tap **Bluetooth**, and then tap the **Mode** tab.
2. Select the **Turn on Bluetooth** option.

Creating a Bluetooth Partnership

1. Tap **Start**, tap **Settings**, tap the **Connections** tab, tap **Bluetooth**, and then tap the **Device** tab.
2. Tap **Add new device**. Your device searches for other Bluetooth-enabled devices and displays them in the list.
3. Select the device with which you want to create a Bluetooth partnership, and tap **Next**. If the device you are looking for does not appear in the list, ensure that it is in range and that it has been made discoverable, and then hit **Refresh**.
4. In **Passcode**, enter an alphanumeric passcode between 1 and 16 characters, and tap **Next**. Otherwise, leave the passcode blank. For security reasons, it is strongly recommended that you use a passcode.
5. Enter the same passcode on the other device (there will be a prompt to do so).
6. Select the service to use from the partner device, and tap **Finish**. One of the most common examples of this is to choose the Microsoft ActiveSync service from the list of your PC's available Bluetooth services.

Appendix

A.1 Regulatory Notices

Regulatory Agency IDs

For regulatory identification purposes, your product is assigned a model number of Mercury 619.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your Mercury 619.

The Battery Pack has been assigned a model number of Mercury 619.

This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

European Union Notice

Products with CE marking comply with the R&TTE Directive (99/5/EC), the EMC Directive (89/336/EEC), and the Low Voltage Directive (73/23/EEC) issued by the Commission of the European Community.

Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards).

- ETSI EN 301 481-1
Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 1: Common technical requirements.
- ETSI EN 300 328
Electromagnetic compatibility and Radio spectrum Matters (ERM); Wideband Transmission systems; data transmission equipment operating in the 2.4 GHz ISM band and using spread spectrum modulation techniques.
- EN 50360:2001
Product standard to demonstrate the compliance of mobile phones with the basic restrictions related to human exposure to electromagnetic fields (300MHz – 3GHz)
- ETSI EN 301 489-7
Electromagnetic compatibility and Radio spectrum matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 7: Specific conditions for mobile and portable radio and ancillary equipment of digital cellular radio telecommunications systems (GSM and DCS).
- ETSI EN 301 489-17
Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 17: Specific

conditions for 2.4 GHz wideband transmission systems and 5 GHz high performance RLAN equipment.

- EN 60950-1 (IEC 60950-1)
Safety of information Technology Equipment.
- ETSI EN 301 511
Global system for mobile communications (GSM); Harmonized EN for mobile stations in the GSM 900 and GSM 1800 bands, covering essential requirements of article 3.2 of the R&TT directive (1995/5/EC).

This equipment may be operated in:							
AT	BE	BG	CH	CY	CZ	DE	DK
EE	ES	FI	RU	GB	GR	HU	IE
IT	IS	LI	LT	LU	LV	MT	NL
NO	PL	PT	RO	SE	SI	SK	TR

Federal Communications Commission Notice

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee this equipment does not cause harmful interference to radio or TV reception. This can be determined by turning the equipment on and off. The user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio or television technician for help.

Exposure to Radio Frequency (RF) Signals

Your wireless phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by both U.S. and international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The highest SAR value for this model phone tested by DASYS for use at the ear is 0.984 W/kg and use at the body is 1.470 W/kg

FCC RF Exposure requirements: SAR compliance for body-worn operations is restricted which provide at least 2 cm separation between the device and the users body.


In the U.S. and Canada, the SAR limit for mobile phones used by the public is 1.6 Watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage. Normal conditions only ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for personal safety reasons, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

NOTE: THE MANUFACTURER IS NOT RESPONSIBLE FOR ANY RADIO OR TV INTERFERENCE CAUSED BY UNAUTHORIZED MODIFICATIONS TO THIS EQUIPMENT. SUCH MODIFICATIONS COULD VOID THE USER'S AUTHORITY TO OPERATE THE EQUIPMENT.

WEEE Notice

The Waste Electrical and Electronic Equipment (WEEE) Directive is designed to encourage and regulate the collection, re-use, recycling and recovery of waste electrical and electronic equipment, which entered into force as European law on 13th February 2003. The Directive aims to improve the level of recycling of electrical and electronic equipment (EEE) and

encourages designers to develop products with recycling efficiency in mind; it also aims to improve our environment and reduce risks to human health through the proper treatment of discarded goods.

The WEEE logo () on the product and its accessories or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserve natural resources and reduce harm to the environment and human health.

For more information about electronic and electrical waste equipment disposal, recovery and collection points, please contact your local government office, household waste disposal service, the retailer from where you purchased the equipment, or the manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendment.

Warning!

DANGER OF EXPLOSION IF BATTERY IS INCORRECTLY REPLACED. TO REDUCE RISK OF FIRE OR BURNS, DO NOT DISASSEMBLE, CRUSH, PUNCTURE, SHORT EXTERNAL CONTACTS, EXPOSE TO TEMPERATURE ABOVE 60.C (140.F), OR DISPOSE OF IN FIRE OR WATER. REPLACE ONLY WITH SPECIFIED BATTERIES. RECYCLE OR DISPOSE OF USED BATTERIES ACCORDING TO THE LOCAL REGULATIONS OR REFERENCE GUIDE SUPPLIED WITH YOUR PRODUCT.



A.2 PC Requirement to Run ActiveSync 4.5

To connect your device to a Windows PC running any Windows operating system prior to Windows Vista*, you must have Microsoft® ActiveSync® program installed on your PC. ActiveSync 4.5 is included in the Installation CD, which is compatible with the following operating systems and applications:

- Microsoft® Windows® 2000 Service Pack 4
- Microsoft® Windows® Server 2003 Service Pack 1
- Microsoft® Windows® Server 2003 IA64 Edition Service Pack 1
- Microsoft® Windows® Server 2003 x64 Edition Service Pack 1
- Microsoft® Windows® XP Professional Service Packs 1 and 2
- Microsoft® Windows® XP Home Service Packs 1 and 2
- Microsoft® Windows® XP Tablet PC Edition 2005
- Microsoft® Windows® XP Media Center Edition 2005
- Microsoft® Windows® XP Professional x64 Edition
- Microsoft® Outlook® 98, Microsoft® Outlook® 2000 and Microsoft® Outlook® XP, and Microsoft® Outlook® 2003 messaging and collaboration clients
- Microsoft® Office 97, excluding Outlook
- Microsoft® Office 2000
- Microsoft® Office XP
- Microsoft® Office 2003
- Microsoft® Internet Explorer 4.01 or later (required)
- Microsoft® Systems Management Server 2.0

* If you are a Windows Vista user please download and use Windows Mobile Device Center, not Microsoft ActiveSync, for device connectivity between your Windows Mobile device and Windows Vista.