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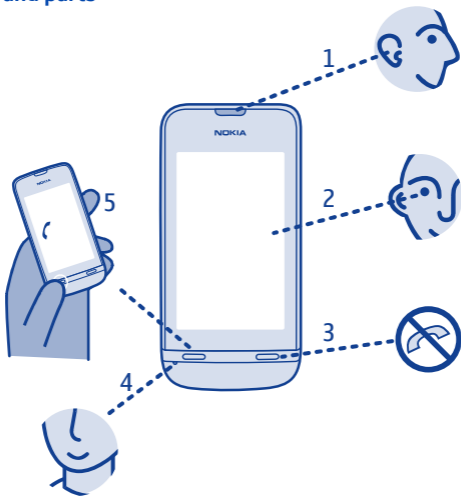
# User Guide

Nokia 311

**NOKIA**

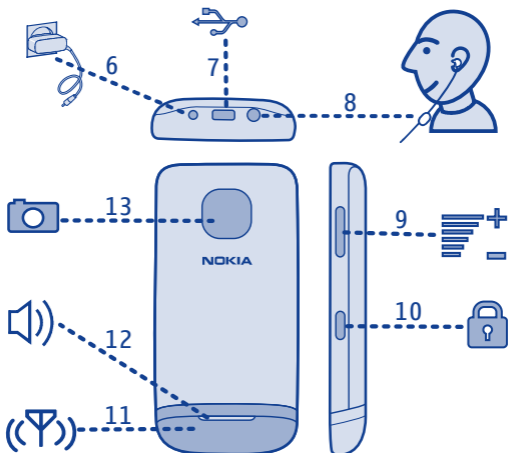
# Get started

## Keys and parts




- 1 Earpiece
- 2 Touch screen
- 3 End key

- 4 Microphone
- 5 Call key



**6** Charger connector  
**7** Micro-USB connector

**10** Key lock button  
**11** Antenna area See  3 in "Feature specific instructions".

**8** Headset connector  
**9** Volume keys

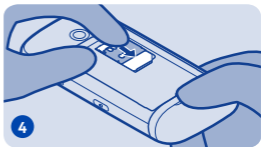
**12** Loudspeaker  
**13** Camera lens

If there is protective tape on the screen or camera lens, remove the tape.

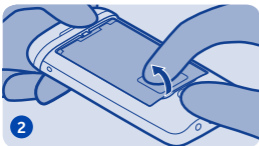
## Insert the SIM card and battery



Switch the phone off, then remove the back cover.



Lower the holder, then slide it locked.



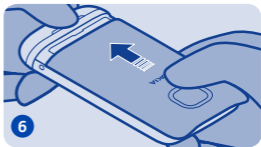
If the battery is in the phone, lift it out.



Line up the battery contacts, then push the battery in.



Slide and lift the holder. Put the SIM in with the contact area face down. See [➔ 1](#).



Replace the back cover.

## Insert a memory card



Remove the back cover.



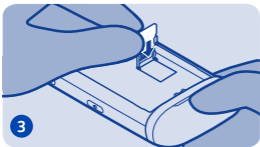
Lower the holder, then slide it locked.



If the battery is in the phone, lift it out.



Line up the battery contacts, then push the battery in.



Slide and lift the holder. Put the card in with the contact area face down.

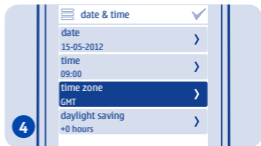


Replace the back cover.

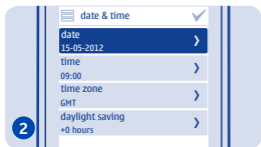
## Switch on



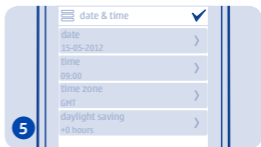
Press and hold the power key until the phone vibrates.



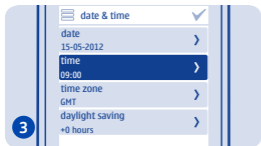
Select the time zone, then select if daylight saving time is used.



Select the date field, then set the date.



Select ✓.

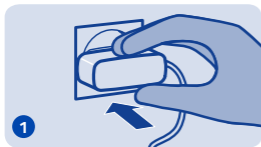


Select the time field, then set the time.



**Tip:** To switch the phone off, press and hold the power key.

## Charge the battery



Plug the charger into a wall outlet.



Connect the charger to the phone.  
See ➔ 10. See ➔ 11.



Battery full? Unplug from the phone,  
then from the wall outlet.

## Explore your phone



Tap an app or other item to open it.



Tap and hold an item to see more  
options.




To swipe, steadily slide your finger to  
the desired direction.



To scroll, slide your finger quickly up or down, then lift your finger.




To go back to the home screen, select .




To zoom, slide two fingers apart or together on the screen.

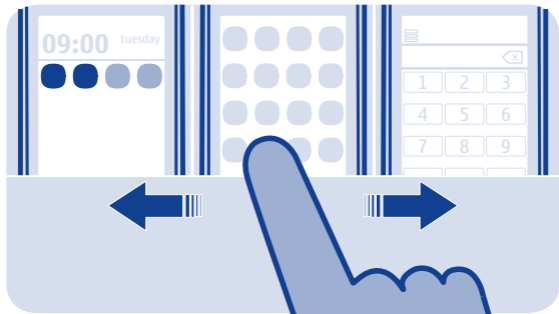


To view notifications, swipe down from the top of the screen. See  4.



To go back to the previous view, select .





## Switch between screens

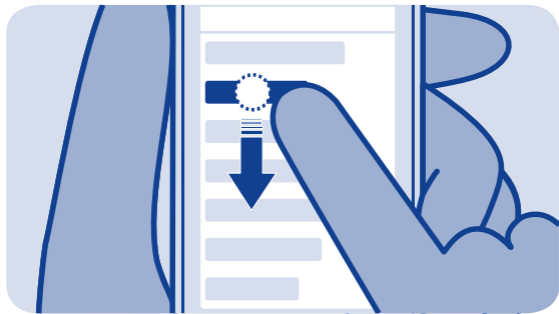
Your phone has three home screens, one for apps, one for your favourite shortcuts, and one for your most used app, such as the dialler.

Swipe left or right.

- My screen is the place where you can add your favourite contacts and shortcuts.
- On the apps screen, you can open apps, and organise them to your liking.
- On the dialler screen, you can make calls. In place of the dialler, you can also have the music player or radio.

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**Tip:** To personalise the dialler screen, tap and hold the home screen, swipe to the dialler screen, then select the app you want.



## Change settings quickly

Rather than going into the phone menus, you can quickly change some settings from the status area, no matter the app or view you're in. Simply swipe down from the top of the screen.

You can:

- See if you've missed calls or received messages
- Silence your phone
- Pause or resume playing music
- Open or close mobile data internet connections
- Check for Wi-Fi networks, and connect to them

- 
- Switch Bluetooth on or off

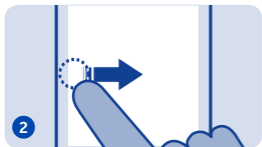
## Lock the keys and screen



Lock the keys and screen when not using your phone.



To lock, press the key lock button.

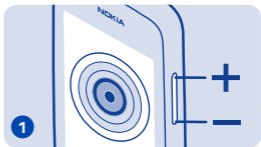


To unlock, press the key lock button, then swipe left or right.

## Change the volume



Is the volume too loud during a call or when listening to the radio?



Use the volume keys.



Better.



## Copy content from your old phone

Easily get your contacts, calendar, and other stuff to your new phone.

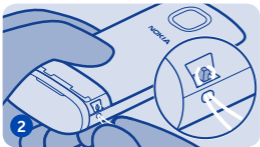
1. Switch Bluetooth on in both phones.
2. On your new phone, select **settings** and **sync & backup > phone switch**.
3. Select **copy to this** and what you want to copy, then select **✓**.
4. Select your old phone from the list of found devices.
5. Follow the instructions shown on both phones.

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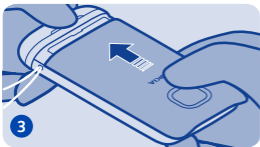
## Attach a strap



Remove the back cover.



Push the loop through the hole, then put it over the hook.



Replace the back cover.



## Use your phone offline

In places where you're not allowed to make or receive calls, you can still use your phone to play games or listen to music, if you switch to the flight profile ➔.
















Select **settings** and **connectivity** > **flight**.

Remember to comply with any applicable safety requirements.  
See ➔ 1. See ➔ 2.



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## Indicators on you phone

-  — You have unread messages.
-  — You have unsend, cancelled, or failed messages.
-  — The touch screen and keys are locked.
-  — The phone doesn't ring when somebody calls or sends a message.
-  — An alarm is set.
- G / E** — The phone is connected to a GPRS or EGPRS network.
-  /  — A GPRS or EGPRS connection is open.
-  /  — The GPRS or EGPRS connection is on hold.
- 3G** — The phone is connected to a 3G (UMTS) network.
- 3.5G** /  — The phone is connected to a 3.5G (HSDPA) network.
-  — Bluetooth is on.
-  — The phone is connected to a WLAN.
-  — All incoming calls are forwarded to another number.
-  — The profile in use is timed. After a set amount of time, the phone changes back to the previously used profile.
-  — A headset is connected to the phone.

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## 📱 Phone basics



### Change the time and date

Select **settings** and **date and time**.

#### Change the time zone when travelling

1. Select **settings** > **time zone**:
2. Select the time zone of your location.
3. Select ✓.

The time and date on your phone are set according to the time zone.

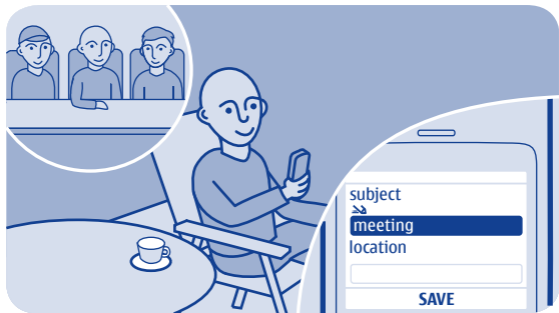
For example, GMT -5 is the time zone for New York (USA), 5 hours west of Greenwich, London (UK).



## Set an alarm

Use your phone as an alarm clock.

1. Select **alarm**.
2. Set the alarm time, then select **SAVE**.
3. To set the alarm to go off at the same time on certain days, select **☰** > **alarm repeat** and the days.



## Add a calendar entry

Need to remember an appointment? Add it to your calendar.

1. Select **calendar**.
2. Select **+**.
3. Select an entry type.
4. Fill in the fields, then select **✓**.

**Tip:** To delete an entry, select and hold the entry, then select **delete**.



## Use the calculator

Stay within your budget wherever you are – your phone has a calculator.

1. Select **calculator**.
2. Type in your calculation, then select =.



## About Nokia Store

Download mobile games, apps, videos, themes, wallpapers, and ringtones to your phone from Nokia Store.



Select **store**.

Many items are free of charge; some you need to pay for with your credit card or on your phone bill. The availability of payment methods depends on your country of residence and your network service provider. To learn more about Nokia Store, go to [www.nokia.com/support](http://www.nokia.com/support).

## 📞 Calls



### Make a call

1. Select **phone**, or swipe left to open the dialler.
2. Type in the phone number.
3. Press .
4. To end the call, press .

### Answer a call

Press .





### Decline a call

Press .



## View your missed calls

Did you miss a call, but want to see who called?

Your phone shows on the home screen, if you missed a call. Select  to open the all calls view. It lists the calls you have made , received , or missed .

To call back, select a number or contact.

Missed and received calls are saved only if the network supports it, and your phone is switched on and within the network service area.

## View your missed calls later


Select **log**.





## Call the last dialed number

Did you try to call someone, but nobody picked up? It's easy to call again.


1. On the home screen, press .
2. Select the phone number.



## Call several people at the same time

Want to tell your great news to all your friends? With a conference call, you can easily call several people at the same time, saving you the trouble of calling each one separately. Conference call is a network service.

Check the network service availability from your network service provider.

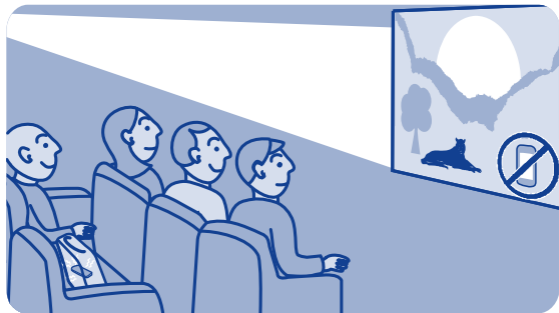
1. Make the first call.
2. While in the call, select **options** > **new call** > **voice call**.
3. Type in a phone number, or search for a contact.
4. Press . The first call is put on hold until you connect the conference call.

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5. When you're able to talk to the second caller, select **options > conference**. You can add more calls to the conference.

**Tip:** To speak privately with a caller in the middle of the conference call, select **options > private call** and a number. The conference call is put on hold. To return to the conference call, select **options > conference**.

6. To end the conference call, select **options > end call**.



## Forward calls to your voicemail or another phone number

Your phone is ringing, but you can't answer? Let the call go to your voicemail, or forward it to another number. Call forwarding is a network service.

1. Select **settings** > **calls** > **call forwarding**.

2. Select when to forward the incoming voice calls:

**all voice calls** — Forward all calls.

**if busy** — Forward when busy.

**if not answered** — Forward when not answered.

**if out of reach** — Forward when the phone is switched off or out of network coverage for a certain length of time.

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**if not available** — Forward when busy, when not answered, when the phone is switched off, or when out of network coverage.

3. Select **activate** > **to voice mailbox** or **to other number**.

4. If **if not answered** or **if not available** is selected, set the length of time after which a call is forwarded.



## Prevent making or receiving calls

Keep your phone bill under control by preventing certain types of calls. You can prevent, for example, incoming calls while you're abroad. Call barring is a network service.

1. Select **settings**.
2. Select **security > call barring service** and an option.
3. Type in the barring password you have received from your service provider.

**Tip:** To check how many calls you've made, how much data you've used, or how many text messages you've sent, select **counters**. You can set the counters to be cleared automatically, for example, each month.



## Make an internet call

Need to call abroad often? Use an internet call to save costs.

You can make and receive calls over the internet. Some internet call service providers allow free internet calls. To make or receive an internet call, you must be in the service area of a Wi-Fi or 3G network. You also need to have an account in an internet call service.

The phone wizard helps you set up your account in your phone.

### Set up your internet telephone account

1. Select **settings**.
2. Select **connectivity > internet telephone > CONNECT**.
3. Follow the instructions shown on the phone.

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When the wizard has finished, your account shows in the accounts list.

### **Call a contact**

1. Select **contacts**.
2. Select the contact and **internet call**.

### **Call a phone number**

Type in the phone number, then select **☰** > **internet call**.

For emergency calls, only the cellular network is used.



## Contacts



### **Save a name and phone number**

Add new contacts to your phone.

Select **contacts**.

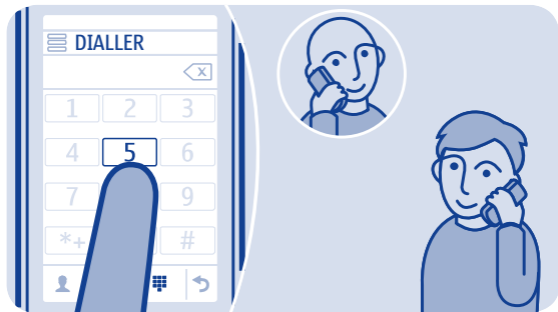
Select , then write the name, number, and other details.

### **Edit the details of a contact**

Select a contact and , then edit the details.

### **Add more details**

Select  > **add detail** and a detail.



## Make calls quickly

Call someone often? Set their number as a speed dial.

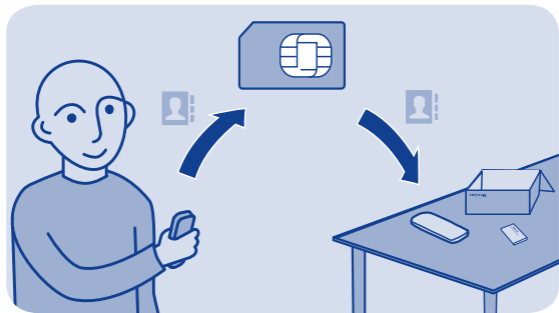
Select **phone** and **☰ > speed dials**.

### Assign a phone number to a number key

1. Select a number key. 1 is reserved for the voice mailbox.
2. Type in a number or search for a contact.

### Make a call

In the dialler, press and hold a number key.



## Copy contacts to your SIM card

Want to use your SIM card in another phone, but still have access to your contacts? By default, contacts are stored in the phone memory, but you can copy your contacts to a SIM card.

Select **contacts**.

More contacts can be stored in the phone memory, and contacts saved on the SIM can only have one phone number. **1** means a contact is stored on the SIM.

**Choose the contacts to be copied**

1. Select **☰ > copy contacts > select contacts**.

2. Select the contacts, then select **✓**.

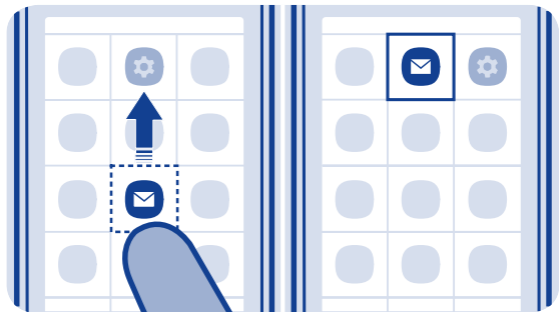
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## Copy all contacts

Select ☰ > **copy contacts** > **select memory** > **from phone to SIM**.

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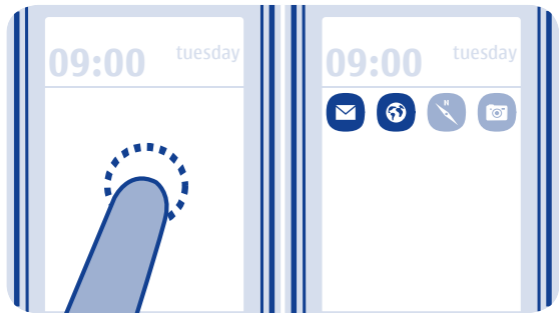
## Personalisation



### Personalise the main menu


You can organise your apps as you like – move your favourites to the top for quick access.

1. Tap and hold the main menu.
2. Select the app you want to move, then tap where you want to move it.




## Add a shortcut to your home screen

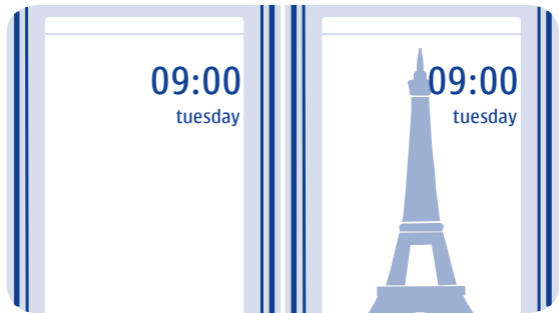
Want to open your favourite apps straight from your home screen? Add shortcuts to your most used features.

1. Tap and hold the home screen, then select **+ shortcut**.
2. Select an item, such as a widget or action, then select .

## Remove a shortcut

Tap and hold the home screen, then select  on the shortcut you want to remove.

**Tip:** Try tapping different areas on your home screen. You can, for example, change the date and time, set alarms, or add to your calendar straight from your home screen.

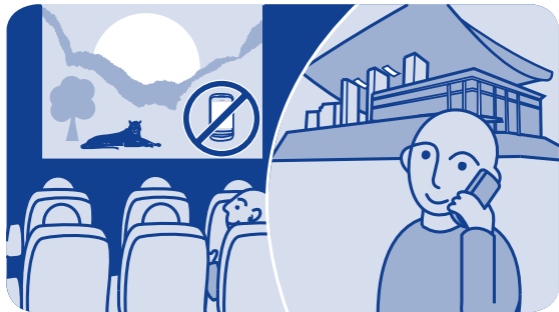


## Change the wallpaper

Want to see a favourite landscape or your family photos in the background of the lock screen? You can change the wallpaper to personalise the lock screen to your liking.



1. Select **settings** and **wallpaper**.
2. Select a folder and a photo.



**Tip:** You can also take a photo on your phone, and use that.



## Change your profile for meetings or outdoor use

Set your phone to discreetly beep once instead of ringing, when you're in a meeting. Or, if you don't want to miss a call in a noisy environment, switch to the loud profile.

1. Select **settings** > **tone profiles**.
2. Select  or .
3. Select **activate**.

**Tip:** Whichever app or view you're in, you can easily switch to a profile from the notification area. Drag your finger down from the top of the screen to open the notification area, then select the current profile and  or .





## Change your ringtone

You can set a different ringtone for each profile.

1. Select **settings** > **tone profiles** and a profile.
2. Select **ringtone**.
3. Select a ringtone from **open files** or your downloaded tones. The ringtone plays so you can see if you like it.
4. When you've found a ringtone you like, select **YES**.



**Tip:** Download more ringtones from Nokia Store. To learn more about Nokia Store, go to [www.nokia.com/support](http://www.nokia.com/support).

**Tip:** You can also change the message alert tone. Select **msg. alert tone** and a tone.



## Set a song as your ringtone

Want to use your favourite song from the music player as your ringtone? You can also take the best section of the song and use that as your ringtone.

1. Select **settings** > **tone profiles** and a profile.
2. When setting a ringtone for the profile, select **open files**, then browse to the song.
3. When asked if you want to adjust the start and end points of the tone, select **YES**.
4. Drag the start marker  to the start point.
5. Drag the end marker  to the end point.



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When a marker is moved to a new point, the selection plays.

6. To manually play the selection, select **Play**.

7. Select **Done**.


The edited ringtone does not replace the original ringtone or sound clip. Preset ringtones cannot be modified, and not all formats of ringtones are supported.

**Tip:** To fine-tune the start and end points of the selection, select  or , then select and hold  or .

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# Write text

## Write using the on-screen keypad

To open the on-screen keypad when writing text, select  > **input type** > **phone keypad**.

### Type in a character

1. Select a character key repeatedly until the character is shown. There are more characters available than are shown on the key.
2. If the next letter is on the same key, wait until the cursor is shown, then select the key again.

### Type in a space

Select .

### Move the cursor to the next line

Select  three times.

### Type in a number

Select 123, then select the number.

### Type in a special character

Select the sym key, then select the special character.

### Delete a character

Select the backspace key .

**Tip:** To write using the on-screen keyboard, turn the phone to landscape mode.

## Write using the on-screen keyboard

### Switch between number and letter mode

Select 123 or abc.

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## Switch between character cases

Select the shift key.

## Delete a character

Select the backspace key .

## Move the cursor to the next line


Select the enter key.

## Type in a space

Select the space key.




## Add an accent to a character

Select and hold the character.

**Tip:** To write using the on-screen keypad, select  > **input type** > **phone keypad**.

## Use predictive text

Predictive text is not available in all languages.

1. Select  > **prediction** > .
2. Start writing a word. Your phone suggests possible words as you write. When the correct word is shown, select the word.
3. If the word is not in the dictionary, select the pop-up and , and add the new word to the dictionary.

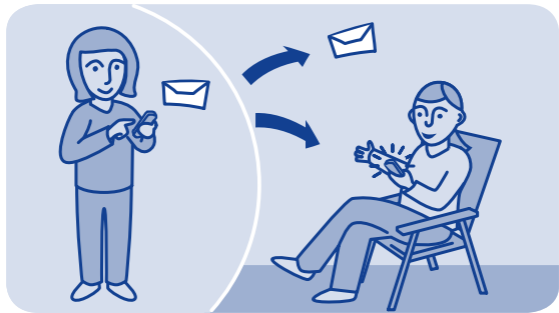
When using predictive text, you can set your phone to complete and type in words for you automatically.

## Use word completion

Select  > **word completion** > .



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## Messaging



### Send a message

Keep in touch with your family and friends through messages.

1. Select **messaging** and .
2. To add a contact as a recipient, select . You can also type in a phone number.
3. Write your message in the text box.

**Tip:** To include an attachment, such as a photo or video, select  **> insert content.**

4. Select .

---

Sending a message with an attachment, such as a photo or video, may be more expensive than sending a normal text message. For more info, contact your network service provider.

See ➡ 5. See ➡ 6. See ➡ 7.



## Save an attachment

Did someone send you a great photo? Save it to your phone. You can also save other types of attachments.

Select **messaging**.

### Save a message attachment

1. Open the message.
2. Select the file and **☰** > **save**.
3. Select where to save the file, such as **images**, then write a name for the file.

### Save a mail attachment

1. Open the mail.

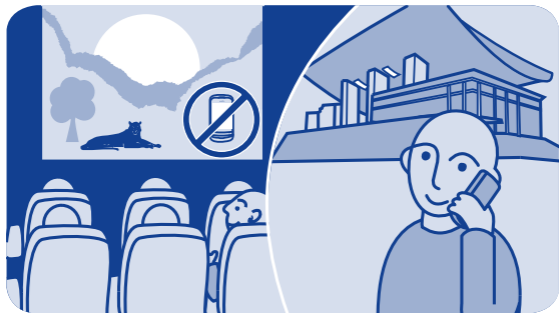


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2. Select the attachment. Your phone may ask you to download the file.

3. Select **SAVE**.

Photos and videos are saved in files.



## Check your voicemail

Did you let your calls go to voicemail when you couldn't answer? Listen to the messages people have left you at a convenient time.

### Set up your voicemail

To use voicemail, you may need to subscribe to the service. For more info on this network service, contact your network service provider.

Before using your voice mailbox, get your voice mailbox number from your network service provider. Check your order confirmation or your network service provider's support website.

1. Select **settings > calls > more settings > voicemails and voice call messages > voice mailbox no.**
2. Type in your voice mailbox number, then select **OK**.

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### **Listen to your voicemail when you just missed a call**

1. Select the notification of a new message on the home screen.
2. Select **options > call sender**.

### **Listen to your voicemail later**

Select **phone**, then press and hold **1**.

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## ✉ Mail and chat



### Set up your mail account

Do you use more than one mail address? You can have several mailboxes in your phone. Mail is a network service.

1. Select **mail**.
2. Select your mail service provider.
3. Type in your username and password.

**Tip:** If you don't want to type in your password every time you use your mail account, select **save password**.

4. Select **Sign in**.

### Add a mailbox later

1. Select **mail**.

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2. Select  > **add account**.

3. Follow the instructions shown on the phone.

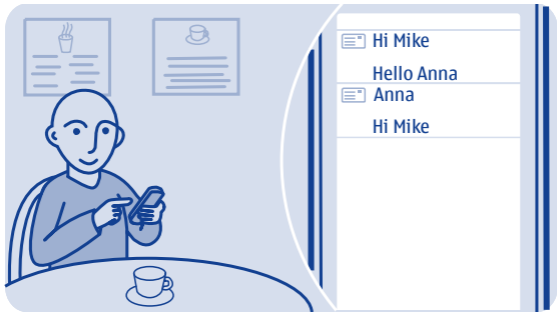
Your phone updates your inbox at certain intervals to show your new mails when they have arrived. This may cause transfer of large amounts of data, which may result in data traffic costs. To save costs, you can switch the automatic update feature off and update the inbox manually.

### **Switch off the automatic update of the inbox**

1. Select **mail**.





2. Select  > **settings** and your mailbox.

3. Select **update my inbox:** > **manual**.



## Send a mail

Would you like to send a mail while on the go? With your phone, you can read and send mail, even when not sitting at your desk.

1. Select **mail** and a mail account.
  2. Select .
  3. To add a recipient, select , or manually write the address in the To: field.
  4. Write the subject and your message.
- Tip:** To include an attachment, such as a photo, select .
5. Select .



## Chat with your friends

Do you like chatting online with your friends? If you are out, you can send instant messages with your phone no matter where you are. Chat is a network service.

1. Select **IM**.
2. If several chat services are available, select the service you want.
3. Sign in to the service.

**Tip:** You can sign in to and chat in several services at the same time. You must separately sign in to each service.

4. In your contacts list, select the contact you want to chat with and **tap to type**.

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5. Write your message.

**Tip:** To add a smiley, select 😊.

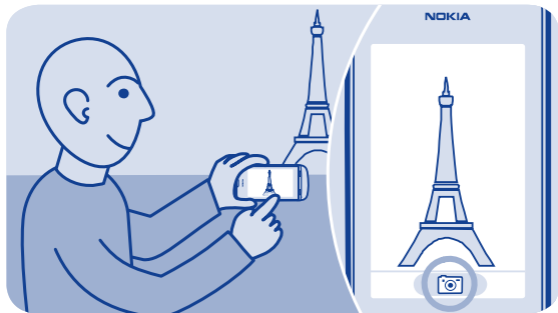
6. Select 📧.

You can have several conversations going on at the same time. To switch between conversations, select 💬.


See ➡ 13.



## Photos and videos



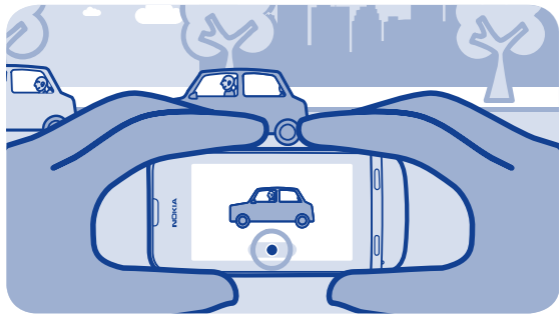
### Take a photo

1. To open the camera, select **camera**.
2. To zoom in or out, use the volume keys.
3. Select .

Photos are saved in gallery.

### Close the camera

Select .




## Record a video

Besides taking photos with your phone, you can also capture your special moments as videos.

To open the video camera, select **video**.

1. To start recording, select ●.
2. To zoom in or out, use the volume keys.
3. To stop recording, select ■.

Videos are saved in gallery.

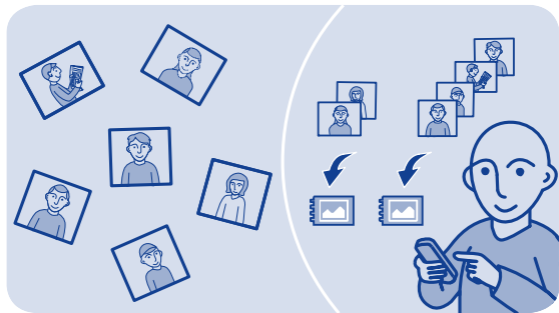
**Tip:** You can send your video in a multimedia or mail message. To limit the video size for sending, before recording, select  > **settings** > **video size**, then select a small enough size, such as **minimum**. To limit

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the video length, select  > **settings** > **video length** > **for MMS message**.




### **Close the camera**

Select .



## Organise your photos

You can organise your photos into albums, to make it easier to find a particular photo.

1. Select **gallery**, then open the  tab.
2. Select , then write a name for the album.
3. Select the photos to add to the album, then select .



## Edit a photo

Is the photo you took too dark or not ideally framed? With your phone, you can easily do simple edits to the photos you've taken.

1. Select **gallery** and a photo.
2. Select **☰** > **edit photo** and an effect.
3. To save the edited photo, select **✓** > **✓** > **yes**. The edited photo does not replace the original photo.



## Print a photo

You can print your photos directly from your phone using a compatible printer.

1. Connect your phone to a PictBridge compatible printer with a USB cable. If the printer has Bluetooth, you can also use that.
2. On your phone, select **media transfer** as the USB connection mode.
3. Select **gallery** and the photo to print.
4. Select **≡ > print**.





## Send a photo or video

Send your photos and videos to your family and friends in a multimedia message or mail, or using Bluetooth.

Select **gallery**.

1. Open the tab where the photo or video is.
2. Select and hold the photo or video, then select **send** and how you want to send it.

## Send several photos or videos at the same time

1. Open the tab where the photos or videos are.
2. Select , then mark what you want to send.
3. Select  and how you want to send them.

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## 🎵 Music and audio



### Copy music from your PC

Do you have music on your PC that you want to listen on your phone? Use Nokia Suite and a USB cable to manage and sync your music collection.

1. Connect your phone to your computer with a compatible USB cable. Make sure a compatible memory card is in your phone.
2. Select **media transfer** as the connection mode.
3. On your computer, open Nokia Suite. For more info, see the Nokia Suite help.

Some music files can be protected by digital rights management (DRM) and cannot be played on more than one phone.








## Play a song

You can use your phone's music player to listen to music and podcasts while on the move.

Select **music**.

1. Select  and a song.
2. To pause or resume playing, select  or .

## Skip to the previous or next song

Select  or .

## Close the music player

Press the end key.



## Listen to the radio

Connect a compatible headset to your phone. The headset acts as an antenna.

Select **radio**.

### Change the volume

Use the volume keys.

### Set the radio to play in the background

Select **⏮**.

### Close the radio

Press the end key.

**Tip:** To close the radio when it is playing in the background, press and hold the end key.



## Find and save radio stations

Search for your favourite radio stations, and save them, so you can easily listen to them later.

Select **radio**.

Connect a compatible headset to your phone. The headset acts as an antenna.

### Search for all available stations

Select ☰ > **search all stations**.

### Set a frequency manually

Tap the frequency, then scroll to a frequency.

### Save a station

Select 📁.

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**Go to the next or previous saved station**

Select  or .



## Record sound clips

You can record voice memos or phone conversations.

Select **voice rec..**

1. Select .
2. To stop recording, select .

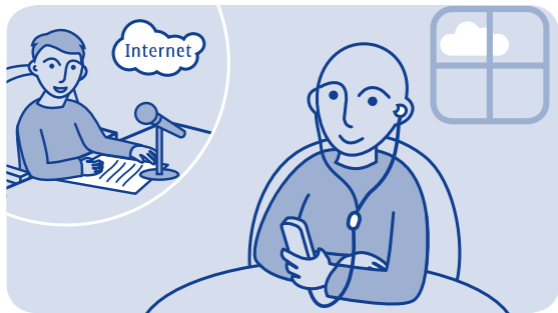
## Record a phone conversation

During a call, select  > **record**.

Both parties hear a tone at regular intervals during the recording.

## Listen to your recordings

Select  > **recordings list**.



## Listen to internet radio

Listen to radio stations from all over the world on the internet.

Select **internet radio**.

Select 📶. You can browse radio station by genre, country, or language.

### Select a station manually

1. Select ☰ > **add stations**.
2. Type in the web address of the feed, then select ▶.

### Pause or resume playback

Select ▶ or ⏸.

---

If you make or answer a call while listening to internet radio, the radio is automatically muted.

**Set the radio to play in the background**

Select ☰ > **play in background**.

**Tip:** If you find an interesting station or often listen to the same station, select **add to favourites** to add the station to your favourites list. Select ★ to see your saved favourites.

## Web



### **Browse the web**

Catch up on the news, and visit your favourite websites on the go.

Select **internet**.

**Tip:** If you don't have a flat-rate data plan from your network service provider, to save data costs in your phone bill, you can use a Wi-Fi network to connect to the internet.

### **Go to a website**

Write the web address in the address bar.

### **Move on the web page**

Drag the page with your finger.

### **Zoom in**

Tap the section of the web page you want to see better.



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### **Zoom out**

Double-tap the screen.

**Tip:** To zoom in or out, you can also place two fingers on the screen, then slide your fingers apart or together.

### **Search the internet**

Write a search word in the address bar. If asked, select your default search engine.

### **Go back to a previously visited web page**

Select ★ > **history** and the web page.

**Tip:** You can download web apps from Nokia Store. When you first open a web app, it is added as a bookmark. For more info, go to [www.nokia.com/support](http://www.nokia.com/support).



## Add a bookmark

If you visit the same websites all the time, add them as bookmarks, so you can easily access them.

Select **internet**.

While browsing, select **☰** > **add to favourites**.

**Go to a bookmarked website**

Select **★** and a bookmark.

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## Clear your browsing history

Select **internet**.

Select **★ > ≡ > clear history**.

## Clear stored cookies or text saved in web forms

Select **🌐 > ≡ > settings > clear cookies or clear auto-fill**.

---

## < Communities



### Get social

The Social app is your gateway to social networking services.

1. Select **social**.
2. Select a service, then sign in.

---

## ✧ Connectivity



### Connect to a wireless headset

Want to keep working at your computer during a call? Use a wireless headset. You can also answer a call, even if your phone's not directly at hand.

Select **settings > connectivity > Bluetooth**.

1. Make sure **Bluetooth** is on.
2. Switch the headset on.
3. To search for your headset, select **Q**.
4. Select the headset.
5. You may need to type in a passcode (such as 1234).

See **➡ 9**.



## Protect your phone

Do you want to control who can find and connect to your phone when Bluetooth is on?

Select **settings** > **connectivity** > **Bluetooth**.

### Prevent others from finding your phone

Select **my phone visibility** > **hidden**.

When your phone is hidden, others can't find it. However, paired devices can still connect to your phone.

### Switch Bluetooth off

Swipe down from the top of the screen, then select **⌵**.

Do not pair with or accept connection requests from an unknown device. This helps protect your phone from harmful content.



## Copy content between your phone and a computer

You can use a USB cable to copy your photos and other content between your phone and a compatible computer.

1. Connect your phone to a computer with a compatible USB cable.
2. Select a mode:

**Nokia Suite** — Nokia Suite is installed on your computer.

**media transfer** — Nokia Suite is not installed on your computer. If you want to connect to a home entertainment system or printer, use this mode.

**mass storage** — Nokia Suite is not installed on your computer. The phone is displayed as a portable device on your computer. Make sure

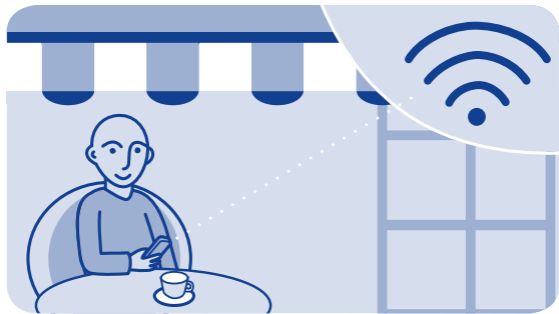
---

a memory card is in your phone. If you want to connect to other devices, such as a home or car stereo, use this mode.

**3.** To copy the content, use the file manager of the computer.

To copy your contacts, music files, videos, or photos, use Nokia Suite.





## Connect to a Wi-Fi network

To help save data costs, you can use a Wi-Fi network to connect to the internet, whether you're at home or at a library or internet café.

1. Select **settings** > **connectivity** > **Wi-Fi**.
2. Make sure **Wi-Fi** is **on**.
3. To connect, select the network and **connect**.
4. If the connection is secured, type in the password.

## Close the Wi-Fi connection

Swipe down from the top of the screen, then select .

---

# Maps



## About Maps

Maps shows you what is nearby and helps you plan your route, free of charge.

Select **maps**.

You can:

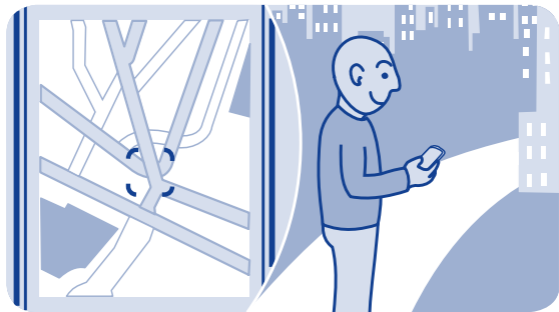
- See where you are on a map
- Plan a route to a nearby place
- Search for a place or an address, and save it
- Send your location or a place to a friend in a text message

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Your phone may have a memory card with preloaded maps for your country. Make sure the memory card is in your phone before using Maps.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Contents of digital maps may sometimes be inaccurate and incomplete. Never rely solely on the content or the service for essential communications, such as in emergencies.



## See where you are on the map

To help get your bearings, check where you are on the map.

Select **maps**.

You are shown on the map, if your phone can find you. An internet connection may be needed.

## Update your location

Select .

## Save your current location


Select your location and  > .

**Tip:** When you're shown on the map, to see nearby places, select  to see the toolbar, then select  > .



## Search for a place

You can search for locations, such as street addresses, and places, such as restaurants.

1. Select **maps**.
2. Select  to see the toolbar, then select **Q**.
3. Write the name of the place or the address.



## Download maps

If you browse to an area of the map which is not saved on your memory card, and you have an active data connection to the internet, a map for the area is automatically downloaded.

See ➡ 13.



**Tip:** If you don't have a flat-rate data plan from your network service provider, to save data costs in your phone bill, you can use a Wi-Fi network to connect to the internet.

**Tip:** Save new street maps to your phone before a journey, so you can browse the maps without an internet connection when travelling. Use the Nokia Suite PC app to download the latest maps, and copy them to your phone. To download and install Nokia Suite, go to [www.nokia.com/support](http://www.nokia.com/support).



## Create a walking route

Plan a walking route to a place nearby. You can see the entire route and all the turnings on the map before setting off.

1. Select **maps**.
2. Select  to see the toolbar, then select .
3. Select **starting location** and a place, address, saved favourite, or a point on the map as the start point of your walking route. To start from where you are now, select **my position**.
4. Select **destination** and the end point of the walking route.

Using ferries and some special tunnels for walking routes is restricted.

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5. Select .

6. When you're ready to get going, select .

**Tip:** To read a list of each turn along the route, select .









## Save a place

Before a trip, you might find it handy to save info about hotels, attractions, or petrol stations to your phone.

Select **maps**.


1. To search for an address or place, select  to see the toolbar, then select .
2. Write the name of the place or the address, then select from the matches.
3. On the map, select the place marker and  > .

## View a saved place

In the main view, select  >  and the place.

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## Edit or remove a saved place

1. In the favourites view, select the place.
2. Select , then select **edit favourite** or **delete favourite**.



## Explore places around you

Want to see what there is to see and do around you? You can set your phone to show businesses or public places, such as restaurants, on the map.

1. Select **maps**.
2. Select  and the places to see.

---

## Protect your phone



### Password protect your memory card

Want to protect your memory card against unauthorised use? You can set a password to protect the content.

1. Select **files**.
2. Select and hold the memory card, then select **mem. card options**.
3. Select **set password**, then type in a password.

Keep the password secret and in a safe place, separate from the memory card.

---

## Format a memory card

Want to delete all content from your memory card? When you format a memory card, all the data on it is deleted.

1. Select **files**.
2. Select and hold the memory card, then select **mem. card options**.
3. Select **format mem. card**.



## Prepare your phone for recycling

If you buy a new phone, or otherwise want to dispose of your phone, Nokia recommends that you recycle your phone. Beforehand, remove all personal info and content from your phone.

### **Remove all content and restore settings to the original values**

1. Back up the content you want to keep to a compatible memory card or to a compatible computer.
2. End all calls and connections.
3. Select **settings** and **restore factory sett.** > **all**.
4. Type in the security code.
5. Your phone switches off and then on again. Check carefully that all your personal content, such as contacts, photos, music, videos,

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notes, messages, mails, presentations, games, and other installed apps have been removed.

Content and info stored on the memory card or SIM card is not removed.

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## ❓ Support and updates



### Support

When you want to learn more about how to use your phone, or if you're unsure how your phone should work, read the user guide thoroughly.

You may also be interested in the Nokia Support Video channel in YouTube.

If you have an issue, do the following:

- Reboot your phone. Switch the phone off, then remove the battery. After about a minute, put the battery back in, then switch the phone on again.
- Update your phone software
- Restore the original factory settings



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If your issue remains unsolved, contact Nokia for repair options. Go to [www.nokia.com/repair](http://www.nokia.com/repair). Before sending your phone for repair, always back up your data, as all personal data in your phone may be deleted.

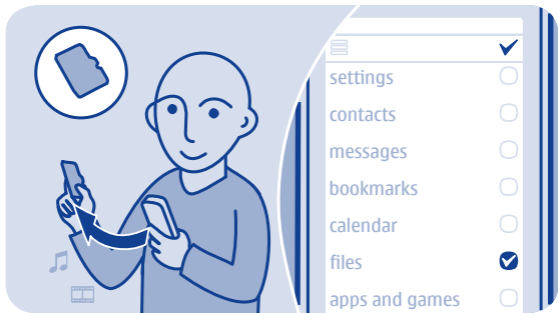
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## Subscribe to the Tips and Offers service

Tips and Offers is a convenient service to help you get the most out of your phone, providing you with tips and support messages, as well as updates for your games and applications.

### Select **Tips and Offers**.

Text message charges may apply when you subscribe or unsubscribe. For terms and conditions, see the documentation supplied with your phone, or go to [www.nokia.com/mynokia](http://www.nokia.com/mynokia).



## Back up content to a memory card

Want to make sure you won't lose any important files? You can back up your phone memory to a compatible memory card.

Select **settings** > **sync & backup**.

1. Select **create backup**.
2. Select what you want to back up, then select ✓.

### Restore a backup

Select **restore backup** and what you want to restore, then select ✓.

---

## About phone software updates

Stay in step with the beat – update your phone software to get new and enhanced features for your phone. Updating the software may also improve your phone performance.

It is recommended that you back up your personal data before updating your phone software.

### Warning:

If you install a software update, you cannot use the device, even to make emergency calls, until the installation is completed and the device is restarted.

Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

Before starting the update, connect a charger or make sure the device battery has enough power.

After the update, the instructions in the user guide may no longer be up to date. You may find the updated user guide at [www.nokia.com/support](http://www.nokia.com/support).



## Update phone software using your PC

Update your phone software with the Nokia Suite PC app. You can also back up the pictures and other stuff in your phone to your computer.

You need a compatible PC, a high-speed internet connection, and a compatible USB cable to connect your phone to the PC.

To get more info and to download the app, go to [www.nokia.com/support](http://www.nokia.com/support).



## Update phone software using your phone

You can update your phone software wirelessly. You can also set your phone to automatically check for updates.

Select **settings** and **phone > device updates**.

1. To check if there is an update, select **current sw details**.
2. To download and install an update, select **downl. phone sw**, then follow the instructions shown on the phone.

The update may take several minutes. If you encounter problems, contact your network service provider.

### Check for updates automatically

Select **auto SW update**, then set how often to check.

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Your network service provider may send updates over the air directly to your phone. For more info on this network service, contact your network service provider.



## Restore original settings

If your phone is not working properly, you can reset some settings to their original values.

1. End all calls and connections.
2. Select **settings** and **restore factory sett.** > **settings only**.
3. Type in the security code.

This does not affect documents or files stored on your phone.

After restoring the original settings, your phone switches off and then on again. This may take longer than usual.



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## Access codes

<p>PIN or PIN2 code (4-8 digits)</p>	<p>These protect your SIM card against unauthorised use or are required to access some features.</p> <p>You can set your phone to ask for the PIN code when you switch it on.</p> <p>If not supplied with your SIM card or you forget the codes, contact your service provider.</p> <p>If you type in the code incorrectly three times in a row, you need to unblock the code with the PUK or PUK2 code.</p>
<p>PUK or PUK2 code (8 digits)</p>	<p>These are required to unblock a PIN or PIN2 code.</p> <p>If not supplied with your SIM card, contact your service provider.</p>
<p>IMEI number (15 digits)</p>	<p>This is used to identify valid phones in the network. The number can also be used to block, for example, stolen phones. You may also need to give the number to Nokia Care services.</p> <p>To view your IMEI number, dial <b>*#06#</b>.</p>
<p>Lock code (security code) (min. 5 digits)</p>	<p>This helps you protect your phone against unauthorised use.</p> <p>You can set your phone to ask for the lock code that you define. The default lock code is 12345.</p>

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Keep the code secret and in a safe place, separate from your phone.

If you forget the code and your phone is locked, your phone will require service. Additional charges may apply, and all the personal data in your phone may be deleted.

For more information, contact Nokia Care or your phone dealer.

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## Product and safety information

### Safety

Read these simple guidelines. Not following them may be dangerous or illegal. For further information, read the complete user guide.



#### SWITCH OFF IN RESTRICTED AREAS

Switch the device off when mobile phone use is not allowed or when it may cause interference or danger, for example, in aircraft, in hospitals or near medical equipment, fuel, chemicals, or blasting areas. Obey all instructions in restricted areas.



#### ROAD SAFETY COMES FIRST

Obey all local laws. Always keep your hands free to operate the vehicle while driving. Your first consideration while driving should be road safety.



#### INTERFERENCE

All wireless devices may be susceptible to interference, which could affect performance.



#### QUALIFIED SERVICE

Only qualified personnel may install or repair this product.



#### PROTECT YOUR HEARING

Listen to a headset at a moderate level, and do not hold the device near your ear when the loudspeaker is in use.

#### Feature specific instructions

➔ 1 **Important:** This device is designed to be used with a standard SIM card (see figure) only. Use of incompatible SIM cards may damage the card or the device, and may corrupt data stored on the card. Please consult your mobile operator for the use of a SIM card that has a mini-UICC cutout.



➔ 2 **Warning:** When the flight profile is activated, you cannot make or receive any calls, including emergency calls, or use other features that require network coverage. To make a call, activate another profile.

➔ 3 Your device may have internal and external antennas. Avoid touching the antenna area unnecessarily while the antenna is

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transmitting or receiving. Contact with antennas affects the communication quality and may cause a higher power level during operation and may reduce the battery life.

Use only compatible memory cards approved by Nokia for use with this device. Incompatible cards may damage the card and the device and corrupt data stored on the card.

Your device supports microSD cards with a capacity of up to 32 GB.



**!** **Important:** Do not remove the memory card when an application is using it. Doing so may damage the memory card and the device, and corrupt data stored on the card.

➡ **4** **!** **Important:** Avoid scratching the touch screen. Never use an actual pen, pencil, or other sharp object on the touch screen.

To listen to the radio, you need to connect a compatible headset to the device. The headset acts as an antenna.

The social networking services are third-party services and not provided by Nokia. Check the privacy settings of the social networking service you are using as you may share information with a large group of people. The terms of use of the social networking service apply to sharing information on that service. Familiarise yourself with the terms of use and the privacy practices of that service.

Using social networking services requires network support. This may involve the transmission of large amounts of data and related data traffic costs. For information about data transmission charges, contact your service provider.

The Communities application may not be available in all regions. Only those features that are supported by the social networking service are available.

➡ **5** You can send text messages that are longer than the character limit for a single message. Longer messages are sent as two or more messages. Your service provider may charge accordingly.

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Characters with accents, other marks, or some language options, take more space, limiting the number of characters that can be sent in a single message.

➔ 6 If the item you insert in a multimedia message is too large for the network, the device may automatically reduce the size.

➔ 7 Only compatible devices can receive and display multimedia messages. Messages may look different in different devices.

➔ 8 Using services or downloading content may cause transfer of large amounts of data, which may result in data traffic costs.

**!** **Note:** Using Wi-Fi may be restricted in some countries. For example, in France, you are only allowed to use Wi-Fi indoors. For more information, contact your local authorities.

➔ 9 **!** **Note:** There may be restrictions on the use of Bluetooth technology in some countries. For example, in France, you are only allowed to use Bluetooth technology indoors. For more information, contact your local authorities.

Picture messages may look different in different devices.

Do not connect products that create an output signal, as this may damage the device. Do not connect any voltage source to the Nokia AV connector. If you connect an external device or headset, other than those approved by Nokia for use with this device, to the Nokia AV connector, pay special attention to volume levels.

**!** **Important:** Before sharing your location, always consider carefully with whom you are sharing. Check the privacy settings of the social networking service you are using, as you might share your location with a large group of people.

➔ 10 If the battery has not been used for a long time, to begin charging, you may need to connect the charger, then disconnect and reconnect it.

➔ 11 If the battery is completely discharged, it may take several minutes before the charging indicator is displayed or before any calls can be made.

Remember to comply with any applicable safety requirements.

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## Network services and costs

Your device is approved for use on the WCDMA 850/900/1700/1900/2100 (pentaband) / HSPA EGSM850/900/1800/1900 (Quadband). To use the device, you need a subscription with a service provider.

Using network services and downloading content to your device requires a network connection and may result in data traffic costs. Some product features require support from the network, and you may need to subscribe to them.

## Take care of your device

Handle your device, battery, charger and accessories with care. The following suggestions help you protect your warranty coverage.

- Do not use or store the device in dusty or dirty areas. Moving parts and electronic components can be damaged.
- Do not store the device in high temperatures. High temperatures can shorten the life of the device, damage the battery, and warp or melt plastics.
- Do not store the device in cold temperatures. When the device warms to its normal temperature, moisture can form inside the device and damage electronic circuits.
- Do not attempt to open the device other than as instructed in the user guide.
- Unauthorised modifications may damage the device and violate regulations governing radio devices.
- Do not drop, knock, or shake the device. Rough handling can break internal circuit boards and mechanics.
- Only use a soft, clean, dry cloth to clean the surface of the device.
- Do not paint the device. Paint can clog moving parts and prevent proper operation.
- Switch off the device and remove the battery from time to time for optimum performance.
- Keep your device away from magnets or magnetic fields.

- To keep your important data safe, store it in at least two separate places, such as your device, memory card, or computer, or write down important information.

During extended operation, the device may feel warm. In most cases, this is normal. If you suspect the device is not working properly, take it to the nearest authorised service facility.

## Recycle

Always return your used electronic products, batteries, and packaging materials to dedicated collection points. This way you help prevent uncontrolled waste disposal and promote the recycling of materials. Check how to recycle your Nokia products at [www.nokia.com/recycling](http://www.nokia.com/recycling).

## Crossed-out wheeled-bin symbol



The crossed-out wheeled-bin symbol on your product, battery, literature, or packaging reminds you that all

electrical and electronic products, batteries, and accumulators must be taken to separate collection at the end of their working life. This requirement applies in the European Union. Do not dispose of these products as unsorted municipal waste. For more environmental information, see the product Eco profile at [www.nokia.com/ecoprofile](http://www.nokia.com/ecoprofile).

## About Digital Rights Management

When using this device, obey all laws and respect local customs, privacy and legitimate rights of others, including copyrights. Copyright protection may prevent you from copying, modifying, or transferring pictures, music, and other content.

Content owners may use different types of digital rights management (DRM) technologies to protect their intellectual property, including copyrights. This device uses various types of DRM software to access DRM-protected content. With this device you can access content protected with OMA DRM 2.0 & 2.1. If certain DRM software fails to protect the content, content owners may ask that such DRM software's ability to access new DRM-protected content

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be revoked. Revocation may also prevent renewal of such DRM-protected content already in your device. Revocation of such DRM software does not affect the use of content protected with other types of DRM or the use of non-DRM-protected content.

Digital rights management (DRM) protected content comes with an associated licence that defines your rights to use the content.

If your device has OMA DRM-protected content, to back up both the licences and the content, use the backup feature of Nokia Suite.

Other transfer methods may not transfer the licences which need to be restored with the content for you to be able to continue the use of OMA DRM-protected content after the device memory is formatted. You may also need to restore the licences if the files on your device become corrupted.

If your device has WMDRM-protected content, both the licences and the content are lost if the device memory is formatted. You may also lose the licences and the content if the files on your device become corrupted.

Losing the licences or the content may limit your ability to use the same content on your device again. For more information, contact your service provider.

## **Batteries and chargers**

### **Battery and charger information**

Your device is intended for use with a BL-4U rechargeable battery. Nokia may make additional battery models available for this device. Always use original Nokia batteries.

This device is intended for use when supplied with power from the following chargers: AC-11. The exact Nokia charger model number may vary depending on the plug type, identified by E, X, AR, U, A, C, K, B, or N.

The battery can be charged and discharged hundreds of times, but it will eventually wear out. When the talk and standby times are noticeably shorter than normal, replace the battery.

### **Battery safety**

Always switch the device off and disconnect the charger before removing the battery. When you



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unplug a charger or an accessory, hold and pull the plug, not the cord.

When your charger is not in use, unplug it from the electrical plug and the device. Do not leave a fully charged battery connected to a charger, as overcharging may shorten the battery's lifetime. If left unused, a fully charged battery will lose its charge over time.

Always keep the battery between 15°C and 25°C (59°F and 77°F). Extreme temperatures reduce the capacity and lifetime of the battery. A device with a hot or cold battery may not work temporarily.

Accidental short-circuiting can happen when a metallic object touches the metal strips on the battery, for example, if you carry a spare battery in your pocket. Short-circuiting may damage the battery or the connecting object.

Do not dispose of batteries in a fire as they may explode. Dispose of batteries according to local regulations. Recycle when possible. Do not dispose as household waste.

Do not dismantle, cut, open, crush, bend, puncture, or shred cells or batteries. If a battery leaks, do not let

battery liquid touch skin or eyes. If this happens, immediately flush the affected areas with water, or seek medical help.

Do not modify, remanufacture, attempt to insert foreign objects into the battery, or immerse or expose it to water or other liquids. Batteries may explode if damaged.

Use the battery and charger for their intended purposes only. Improper use, or use of unapproved batteries or incompatible chargers may present a risk of fire, explosion, or other hazard, and may invalidate any approval or warranty. If you believe the battery or charger is damaged, take it to a service centre for inspection before continuing to use it. Never use a damaged battery or charger. Only use the charger indoors.


### **Additional safety information** **Make an emergency call**


- 1 Make sure the device is switched on.
- 2 Check for adequate signal strength. You may also need to do the following:
  - Insert a SIM card.
  - Deactivate call restrictions you have activated for your

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device, such as call barring, fixed dialling, or closed user group.

- Make sure the flight profile is not activated.
- If the device screen and keys are locked, unlock them.

- 3 Press the end key repeatedly, until the home screen is displayed.
- 4 To open the dialler, select .
- 5 Enter the official emergency number for your present location. Emergency call numbers vary by location.
- 6 Press the call key.
- 7 Give the necessary information as accurately as possible. Do not end the call until given permission to do so.

 **Important:** Activate both cellular and internet calls, if your device supports internet calls. The device may attempt to make emergency calls both through cellular networks and through your internet call service provider. Connections in all conditions cannot be guaranteed. Never rely solely on any wireless device for

essential communications like medical emergencies.

### Small children

Your device and its accessories are not toys. They may contain small parts. Keep them out of the reach of small children.

### Medical devices

Operation of radio transmitting equipment, including wireless phones, may interfere with the function of inadequately protected medical devices. Consult a physician or the manufacturer of the medical device to determine whether they are adequately shielded from external radio frequency energy.

### Implanted medical devices

Manufacturers of medical devices recommend a minimum separation of 15.3 centimetres (6 inches) between a wireless device and an implanted medical device, such as a pacemaker or implanted cardioverter defibrillator, to avoid potential interference with the medical device. Persons who have such devices should:

- Always keep the wireless device more than 15.3 centimetres (6 inches) from the medical device.

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- Not carry the wireless device in a breast pocket.
  - Hold the wireless device to the ear opposite the medical device.
  - Turn the wireless device off if there is any reason to suspect that interference is taking place.
  - Follow the manufacturer directions for the implanted medical device.

If you have any questions about using your wireless device with an implanted medical device, consult your health care provider.

## Hearing

**⚠ Warning:** When you use the headset, your ability to hear outside sounds may be affected. Do not use the headset where it can endanger your safety.

Some wireless devices may interfere with some hearing aids.

## Operating environment

This device meets radio frequency exposure guidelines in the normal use position at the ear or at least 1.5 centimetres (5/8 inch) away from the body. Any carry case, belt clip, or

holder for body-worn operation should not contain metal and should position the device the above-stated distance from your body.

To send data files or messages requires a quality connection to the network. Data files or messages may be delayed until such a connection is available. Follow the separation distance instructions until the transmission is completed.

## Vehicles

Radio signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles such as electronic fuel injection, electronic antilock braking, electronic speed control, and air bag systems. For more information, check with the manufacturer of your vehicle or its equipment.

Only qualified personnel should install the device in a vehicle. Faulty installation or service may be dangerous and may invalidate your warranty. Check regularly that all wireless device equipment in your vehicle is mounted and operating properly. Do not store or carry flammable liquids, gases, or explosive materials in the same compartment as the device, its parts, or accessories.

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Remember that air bags inflate with great force. Do not place your device or accessories in the air bag deployment area.

### **Potentially explosive environments**

Switch off your device in any area with a potentially explosive atmosphere, for example near gas pumps at service stations. Sparks in such areas could cause an explosion or fire resulting in bodily injury or death. Observe restrictions in fuel service stations, storage, and distribution areas; chemical plants; or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. They include areas where you would be advised to turn off your vehicle engine, below deck on boats, chemical transfer or storage facilities and where the air contains chemicals or particles such as grain, dust, or metal powders. You should check with the manufacturers of vehicles using liquefied petroleum gas (such as propane or butane) to determine if this device can be safely used in their vicinity.

### **Certification information (SAR) This mobile device meets guidelines for exposure to radio waves.**

Your mobile device is a radio transmitter and receiver. It is designed not to exceed the limits for exposure to radio waves recommended by international guidelines. These guidelines were developed by the independent scientific organisation ICNIRP and include safety margins designed to assure the protection of all persons, regardless of age and health.

The exposure guidelines for mobile devices employ a unit of measurement known as the Specific Absorption Rate or SAR. The SAR limit stated in the ICNIRP guidelines is 2.0 watts/kilogram (W/kg) averaged over 10 grams of tissue. Tests for SAR are conducted using standard operating positions with the device transmitting at its highest certified power level in all tested frequency bands. The actual SAR level of an operating device can be below the maximum value because the device is designed to use only the power required to reach the network. That amount changes depending on a number of factors such as how close you are to a network base station.

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The highest SAR value under the ICNIRP guidelines for use of the device at the ear is 1.37 W/kg.

Use of device accessories may result in different SAR values. SAR values may vary depending on national reporting and testing requirements and the network band. Additional SAR information may be provided under product information at [www.nokia.com](http://www.nokia.com).

Your mobile device is also designed to meet the requirements for exposure to radio waves established by the Federal Communications Commission (USA) and Industry Canada. These requirements set a SAR limit of 1.6 W/kg averaged over one gram of tissue. The highest SAR value reported under this standard during product certification for use at the ear is 1.09 W/kg and when properly worn on the body is 0.79 W/kg.

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**CE 0168** 

Hereby, NOKIA CORPORATION  
declares that this RM-714 product is

in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC. A copy of the Declaration of Conformity can be found at <http://www.nokia.com/global/declaration>.

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## **FCC/INDUSTRY CANADA NOTICE**

This device complies with part 15 of the FCC rules and Industry Canada licence-exempt RSS standard(s). 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. Your device may cause TV or radio interference (for example, when using a device in close proximity to receiving equipment). If you require assistance, contact your local service facility. Any changes or modifications not expressly approved by Nokia could void the user's authority to operate this equipment.