



OGO

User Manual



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Introducing the Ogo

Ogo is an easy-to-use handheld device that offers a variety of mobile communication methods including e-mail, instant messaging, SMS, RSS, voice, and Web browsing. Ogo's interface and functionality were designed to enhance Web2.0 usability featuring a high resolution screen, and built-in stereo speakers for an optimal audio-visual experience. The full keyboard and sleek design encourage user interaction for constant connectivity to live communities and user-content generated sites.

Ogo also features the revolutionary OgoClip™ concept – a variety of optional, replaceable components, such as a 2.0 mega pixel camera, a music streamer, a Bluetooth handset, and even a bottle opener. OgoClips allow users to personalize and accessorize their Ogo, keeping up with the newest mobile add-ons as they are made available.



Figure 1: Ogo Device (Cover Closed)



Figure 2: Ogo Device (Cover Open)

Features

The key features of your Ogo include:

- **Text and Instant Messaging:** Send a quick text message (SMS) or chat with contacts on your ICQ or Windows Live Messenger lists. Ogo's finger friendly full-featured keyboard makes it fast, efficient and easy.
- **E-mail Anywhere:** Read and reply to email from multiple accounts. Ogo lets you manage messages from multiple accounts easily and efficiently, whether you're sitting in a restaurant, riding the bus, or relaxing on the beach. With Ogo you can handle attachments with ease. You can view photos, text versions of Word documents, PDF files and more. And Ogo's PUSH email feature means you get email as soon as it hits your inbox, so there's no need to wait.
- **RSS News Feeds:** Stay in touch with your world. Set up RSS news feeds for up to the moment news, information and alerts about the subjects you care about most.
- **Voice Calls:** Ogo's full-featured and easy to use mobile phone functionality makes it much easier to stay connected.

- **Surf the Web:** Browse the web from practically anywhere. Blog, browse, check out your favorite websites or the latest news and gossip — with Ogo you're in touch.
- **Contacts List and Calendar:** Ogo's Personal Information Manager lets you carry your calendar and contacts' information with you.

Note: The availability of some of the services described in this manual depends on the specific version of the product purchased.

Accessories

Your Ogo is provided with the following accessories:

- 3.7V Li-ion battery 920mAh (120 hours standby, 2.5 hours usage)
- Charger with mini-USB connection

Getting Started

Before you can begin to enjoy your Ogo, you need to insert the following components into the device:

- SIM card
- Battery

Inserting the SIM Card and Battery

Before you use your Ogo, you need to insert the SIM card and battery into the device.

► **To insert the SIM card and battery:**

- 1 Turn your Ogo over and remove the back cover (Figure 3).

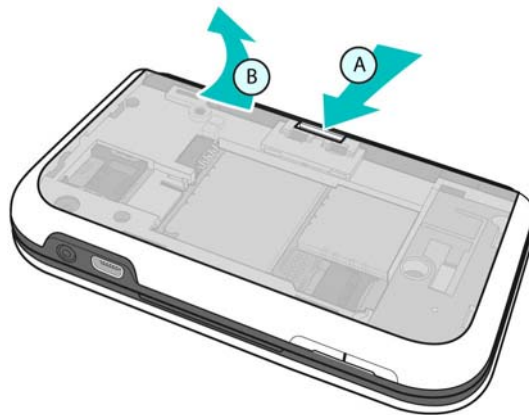


Figure 3: Removing the Back Cover

- 2 With its label facing up, gently slide the SIM card into the SIM card slot. Make sure the SIM card's angled corner matches the angled corner of the SIM card slot.

Note: Be careful not to scratch the SIM card's metal contact as it can easily be damaged.

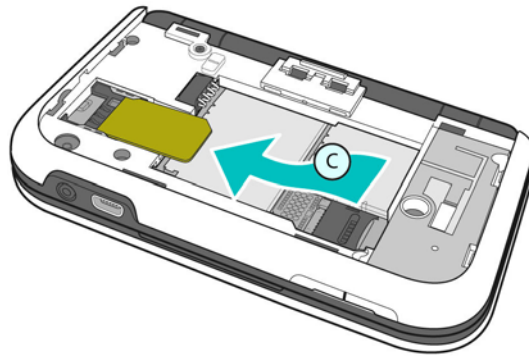


Figure 4: Inserting the SIM Card

- 3 Now, with the battery label facing up, match the battery contacts with the contacts in the battery slot. Push the battery in, contacts-side down first (Figure 5).

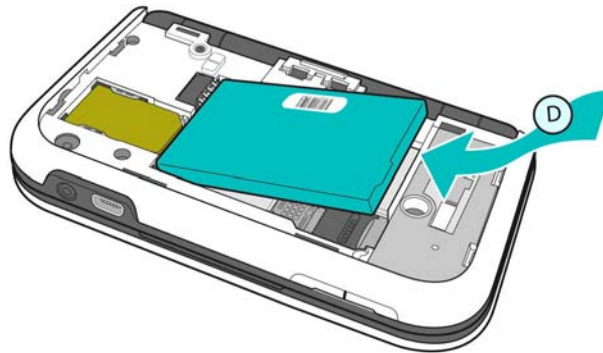


Figure 5: Inserting the Battery

- 4 Push the other side down to slide the battery in until it clicks into place.

Note: To remove the battery, gently lift it up from the side opposite the contacts.

- 5 Replace the back cover (Figure 6).

Note: Make sure that the battery has been properly inserted before charging or powering on your Ogo.

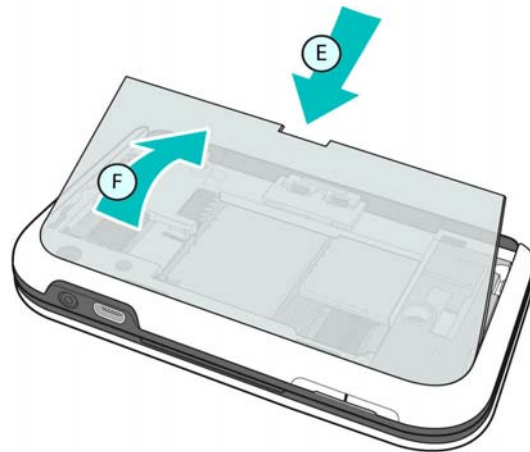



Figure 6: Closing the Back Cover

Charging the Battery

The first time you charge the battery, it is recommended that you charge it for 8 hours.

► **To charge the battery:**

- 1 With the battery properly inserted, connect the charger's mini-USB power plug to the mini-USB connector on the front of your Ogo.
- 2 Plug the charger into an electrical outlet.

While the battery is charging, an animated battery icon is displayed. When the battery is fully charged, the icon displays four solid bars .

Checking the Battery Power

Ogo's power consumption depends on your current usage. For example, when you are sending a lot of e-mails or participating in numerous Instant Messaging chat sessions, the battery power weakens faster than when your device is inactive, but powered on.

The power level is indicated by the number of bars on the battery level icon, which appear on both the status bar and the external LCD.

Note: The remaining percentage of battery power is listed in the **System** tab in Settings.

Identifying the Low Battery Warnings

When battery power becomes low, a **Battery Low** pop-up message appears. When this happens, charge your Ogo as soon as possible.

If the battery level becomes critically low, an additional **Battery Low!** pop-up message appears, indicating that you must shut down the device and recharge its battery. For more information, see [Charging the Battery](#) on page 6.

Working with the Ogo

To make it easy for you to enjoy Ogo, we recommend that you take a few minutes to get acquainted with the screen, the keyboard, and a few of the general features.



Interacting with Your Ogo – Terminology & Tips


In this manual, the following terms have been used in the instructions to describe the ways in which you interact with your Ogo:

- **Select** refers to moving the focus on the screen to a tab, field, button or option. The selected option is highlighted on the screen. Items are selected using either the 8-way Navigation Key or the Scroll Wheel. For more information, see Navigation Keys on page 11.
- **Scroll** refers to moving up or down within the items in a list or menu.
- **Press** always refers to the pressing of physical keys on the keyboard.
- **Insert** refers to the entering of text using the keyboard when completing forms or composing messages. For more information, see Inserting Text on page 13.

In interacting with your Ogo, note the following:

- Pressing **Enter** confirms a selection. This is accomplished by pressing the **Enter** key or by pressing the button at the center of the Scroll Wheel.
- Pressing **Enter** when a checkbox option is highlighted toggles the setting between selected (checked) and cleared (unchecked).
- Pressing the **Options** key displays the Options menu. The available options vary according to your current location in the application. To select an option, simply press the corresponding number on the keyboard. Alternatively, you can scroll to the option in the menu and press **Enter**.
- When scrolling through a list of items, you can type the first letter(s) of an item's name to jump to the first item that starts with the designated letter(s).

Powering On Your Ogo for the First Time

Once your Ogo is fully charged, hold down the Power key  until the screen turns on.

The first time you turn on your Ogo, a setup wizard appears, ready to guide you through the initial stages of setting up your device settings.

The first screen of the Messaging Wizard prompts you to select a language.

Once you have set the language, you are ready to begin to use your Ogo.

► To set the language:

- 1 When prompted, scroll to the language that you want to use on the device and press **Enter**.
- 2 Select **Next** and press **Enter** to continue. A welcome message is displayed in the selected language, and the Instant Messaging Wizard is automatically launched.

You can set up your instant messaging and e-mail accounts now, or you can close the wizard (by selecting **Cancel** and pressing **Enter**) and complete the process later from the Settings screen.





For a description of the Instant Messaging Wizard, see *Using the Instant Messaging Wizard to Set Up Your Account* on page 23.

For a description of the E-mail Wizard, see *Using the E-Mail Wizard to Set Up Your Account* on page 36.

Using the External Keys

Use the following external keys for easy operation of the phone while the Ogo cover is closed.

Table 1: External Keys

Key	Name	Function
	Call	Pressing this key accepts an incoming call, or switches between an active call and a call on hold. Pressing this key when no call is active navigates to the Dialed calls list. Pressing it again re-dials the last call.
	End	Pressing this key hangs-up an active call, or rejects an incoming call. Pressing this key when no call is active navigates to the Home screen (when the cover is open), and displays status indications on the External LCD for a few seconds (when the cover is closed).
	Volume +	Use this key to increase volume during a call, or to adjust the ringer volume when no call is active. When the device is silenced, a long press on this key re-enables sounds. When prompted, press again to confirm.
	Volume –	Use this key to decrease the volume during a call, or to adjust the ringer volume when no call is active. You can silence the device with a single long press on this key. When prompted, press again to confirm.

Keyboard Functionality

The convenient layout of the Ogo keyboard enables you to easily access the various functions of your Ogo device.



Figure 7: Ogo Keyboard



The keyboard includes navigation and selection keys, shortcut keys, and text/character insertion keys.




Note: Depending on the model, your Ogo may have either a QWERTY or a QWERTZ keyboard.

Navigation Keys

The following keys enable you to navigate within the Ogo's screens, and to select and activate the available items.

Table 2: Navigation and Selection Keys



Key	Name	Function
	Scroll Wheel	The Scroll Wheel enables you to move the selection between items on the screen. To activate the selected item, press the button in the center of the scroll wheel or press Enter on the keyboard.
	Enter	Activates the selected item on the screen.

Key	Name	Function
	8-way Navigation Key	<p>The outer left and right arrow keys enable you to move between tabs or to move to the beginning or end of a line of text.</p> <p>The outer up and down arrow keys scroll one page at a time (page up/down), or move to the beginning and end of the message.</p> <p>The inner arrow keys enable you to move left and right or up and down within a screen or within lines of text.</p>
	Options	Displays the Options menu for the current screen, if available.
	Application Menu	Displays the Application menu.

Shortcut Keys

The following shortcut keys make it easy to navigate between the most commonly used features on your Ogo device.

Table 3: Shortcut Keys

Key	Name	Function
	Power	<p>A long press on the Power key turns your Ogo on and off.</p> <p>When the Ogo is powered on, a short press on the Power key displays the Device Options menu, providing a quick way to turn the device sound and vibration on or off.</p>
	Ogo	<p>Lists all recent unread e-mail and SMS messages, open IM chat sessions, and drafts of messages not yet sent. Also indicates missed calls and current call (when applicable).</p> <p>Holding down the ALT key and pressing the Ogo key displays the Phone application.</p>

Key	Name	Function
	Instant Messaging	Navigates to the Instant Messaging application, enabling you to manage your ICQ and/or Windows Live Messenger contacts, send and receive messages, and more.
	Messages	Navigates to the Messages application, enabling you to view, sort, and send e-mail and SMS messages.
	Compose	Opens a screen where you can write a new e-mail or SMS.
	Home	Navigates to the Home screen.
	Back	Displays the previously viewed screen.

Inserting Text





Using your Ogo keyboard, you can insert text, symbols, and emoticons. You can also take advantage of Ogo's QuickText feature to insert predefined or customized text. For details, see *Working with QuickText* on page 15.

Note: Depending on your region and wireless carrier, you may also be able to insert non-English characters. For details, see *Using the Extended Character Palette* on page 14.

Using Text Insertion Keys

Table 4: Text Insertion Keys

Key	Name	Function
	Letter keys	Inserts letters, numbers and other symbols.
	Alternate	Inserts the symbol located above the letter on the key. For example, hold down the ALT key and press the B key to insert the number 7.

Key	Name	Function
	Capitalize	<p>Inserts a capital letter. For example, hold down the CAP key and press D to insert the capital letter D.</p> <p>Holding down the CAP key for more than 3 seconds locks the CAP key. To release the CAP key, press it again.</p>
	Emoticon	Displays the emoticon palette, enabling you to include emoticons in your instant messages.
	Space bar/Symbol	<p>When pressed alone, inserts a space in text.</p> <p>When pressed in conjunction with ALT, displays the Symbol palette, enabling you to insert special characters.</p>
	Clear	Deletes the last character inserted in a text field (press once for each character), or a selected item in a list.

Using the Extended Character Palette



Depending on your region and your wireless carrier, you may be able to insert non-English characters, such as accented letters and symbols, into your messages using the Extended Character palette.



► **To enter an extended character in a field:**

- 1 Access the Extended Character palette by long-pressing one of the keys associated with the letter you want to type; the Extended Character palette is displayed.
- 2 Keep pressing the key to scroll through the accented characters. Press **Enter** or simply release the key to close the palette and insert the selected character into your message.

Changing the Writing Language

Depending on the specific version of your device, the keyboard may include a non-Latin alphabet (such as Russian), in addition to the Latin character set.

To insert characters using the additional alphabet, press the  and  keys together. The language indicator in the status bar changes accordingly.

Pressing the  and  keys again returns the original writing language.


Working with QuickText

Can you type “Talk to you soon” with just three key strokes? Well, now you can.


QuickText provides a fun and fast way to communicate at the touch of a key. Use your Ogo’s predefined or customized one-liners with your favorite phrases.

There are eight predefined QuickText items available for quick insertion into any IM, e-mail, or SMS message field.

► To insert QuickText:

- 1 While composing your message, press  and select **Insert QuickText** from the Options menu. The Insert QuickText screen is displayed, listing the available QuickText items.
- 2 Select the QuickText item you want to insert and press **Enter** (or press the number of QuickText item). The Insert QuickText screen closes and the QuickText is inserted into the message field.

► To edit QuickText:

- 1 While composing a message, press  and select **Edit QuickText** from the Options menu. The Choose QuickText to Edit screen is displayed, listing the available QuickText items.
- 2 Select the QuickText item you want to edit and press **Enter** (or press the number of QuickText item). The Edit QuickText screen is displayed.
- 3 Edit the text.
- 4 Select **Save** and press **Enter**. The modified QuickText is saved and ready for insertion into your message(s).

External LCD

When the cover of your Ogo is closed, an external LCD pane displays information about the system status, new messages, Instant Messaging status, battery level, and more.









Note: A notification is displayed on the external LCD for each event for which you assigned a Banner Message, such as when new messages are received or an Instant Messaging contact becomes online. For details, see Configuring the Device Settings on page 86.




Figure 8: External LCD (when backlight is ON)

The items described in Table 5 appear on the LCD display, from left to right.

Table 5: External LCD Items

Item	Description
 Unread Messages (Icon and number)	The Unread Messages icons appears when there are unread messages; the adjacent number indicates the number of unread messages per type  : Indicates unread Emails.  : Indicates unread SMS messages.
 Active Chats	The Active Chats icon appears when there are open chats. This icon becomes animated if the chats include new, previously unviewed messages.
 Voicemail	The Voicemail icon appears when you have a voicemail. (This feature is not provided by all networks.)
 Signal strength	The number of vertical bars indicates the strength of Ogo's network connection. An 'x' sign appears next to the signal strength indication if there is no reception.
 Headphones	The Headphones icon appears when a headset is connected to the Ogo device.
 Silent mode	The Silent mode icon appears when the device is in Silent mode, where no sounds are played.

Item	Description
 Battery charge level	The number of vertical bars indicates the battery charge level. The icon is animated when charging is in progress.
Time & Date	The current time and date appear whenever your Ogo backlight is ON.

Note: The external LCD displays the detailed status as long as the backlight is on. The backlight turns off after a few seconds to save power, and only the time is displayed. To see the detailed status, press End (the red button).

Overview of the Ogo Screen

The Ogo screen is divided into two main areas:

- Status Bar
- Application Area

Status Bar


















The Ogo status bar appears at the top of your Ogo screen, and displays the name of the active screen, together with information about the system status, new messages, headset connection, Instant Messaging status, battery level, current time, and more.














Figure 9: Sample Status Bar

The items described in Table 6 appear on the status bar, from left to right.

Table 6: Status Bar Items

Status Bar Item	Description
Screen Title	The name of current screen (for example, Home or Compose).
Ogo indicator 	<p>This animated icon spins and flips over when you have new unread messages (e-mail, SMS, Instant Messaging) or missed calls. Press the  key to view the list of all new items.</p> <p>If you have opened the list of unread messages but have not yet viewed all of them, the Ogo indicator gently floats up and down.</p> <p>When this indicator is still, you have no unread messages on your device.</p> <p>For more information, see Checking for Unread Messages and Open Chats on page 22.</p>
Headset connection icons	<p>: A headset is connected to the Ogo device.</p> <p>: A Bluetooth headset is connected to the Ogo device.</p>
Audio & Voice status icons  Silent  Speaker  Call  Mute	<p>: The device is in Silent mode, where no sounds are played.</p> <p>During a call, the following icons indicate the audio and voice status:</p> <p>: The device is in Speakerphone mode.</p> <p>: A headset (wired or Bluetooth) is active.</p> <p>: The microphone is muted. For details, see Muting/Unmuting a Call on page 54.</p>
Instant Messaging status	Indicates the status of the configured instant messaging communities – ICQ  and/or Windows Live Messenger  . For IM status icons and descriptions, see IM Status Icons on page 29.
Language, ALT, CAP	This icon indicates the writing language currently in use (for example,  for Russian). When using the ALT () or CAP () keys, this is indicated on top of the language icon.

Status Bar Item	Description
Time	Displays the current time. To change the time format (24 hours or AM/PM), see <i>Configuring the Time and Date Settings</i> on page 91.
Voicemail 	This icon appears when you have a voicemail. (This feature is not provided by all networks.)
Battery charge level 	The number of vertical bars indicates the battery charge level. For more information, see <i>Checking the Battery Power</i> on page 6.
Signal strength 	The number of vertical bars indicates the strength of Ogo's network connection.
Data Connection Status	<p>This icon indicates the current data connection status, showing  for EDGE, and  for GPRS.</p> <p>When the data connection is available (ready for connection), the icon is  or , respectively. The icon is highlighted and animated ( or ) while data transfer takes place.</p> <p> appears during a call (when data transfer is paused), and  appears when no signal is received.</p>

Application Area

The Application area appears below the Ogo status bar (which displays the name of the active screen).

The content and layout of the Application area vary according to the current screen and active functionality.

Many of your Ogo screens are made up of multiple pages or "tabs". The names of the available tabs appear immediately below the Ogo status bar.

For example, Figure 10 shows a sample of a Settings screen, which includes multiple tabs.

You can move between the tabs by pressing the outer right and left arrow keys on the 8-way navigation key. The > on the right end of the tab bar indicates that you can scroll to the right or left to view additional tabs.

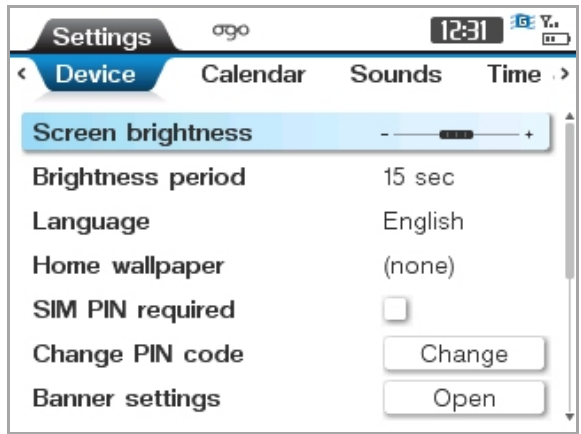



Figure 10: Sample Settings Screen

Home Screen and Application Menu

Ogo’s applications can be easily accessed by selecting the required item from the Home screen or from the Application menu. (For details, see Table 7.)

Home Screen

The Home screen is displayed after the device is powered on, and completes the start-up process. To return to the Home screen, press .

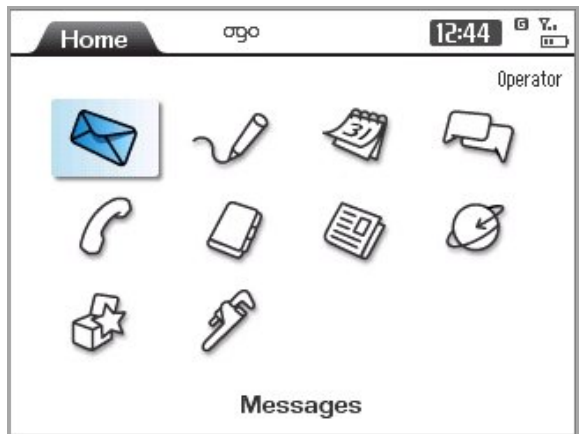


Figure 11: Home Screen

The name of the selected application is displayed at the bottom of the Home screen.

The Operator's name appears in the top-right corner of the Home screen (when available).

Note: You can change the image displayed as the background of the Home screen. For details, see Configuring the Device Settings on page 86.

Application Menu

To display the Application menu, press . The options are displayed in a column on the left side of the screen. Scroll up or down using the Scroll Wheel or arrow keys, and press **Enter** to navigate to the selected application. Alternatively, you can press again, or press the right arrow, to open more navigation options for the selected application.









Figure 12: Application Menu


Note: All navigation options provided in the Home screen are also available in the Application menu. In addition, the Application menu provides direct navigation to tabs within the applications.

Table 7: Home Screen and Application Menu Items

Item	Name	Function
	Messages	Enables you to view, sort, and send e-mail and SMS messages. For details, see Viewing Your Message Lists on page 39.
	Compose	Enables you to compose and send an SMS message or an Email Message. For details, see Composing a Message on page 41.
	Instant Messaging (IM)	Enables you to manage your ICQ and/or Windows Live Messenger contacts, send and receive messages, and more. For details, see Instant Messaging on page 23.
	Web Browser	Enables you to surf the Internet. For details, see Browsing the Web on page 72.

Item	Name	Function
	News	Enables you to view RSS feeds and stay on top of current events. For details, see Viewing the News on page 69.
	Calendar	Enables you to manage your schedule. For details, see Working with the Calendar on page 65.
	Contacts	Enables you to store contact profile information for people to whom you call, or send e-mail or SMS messages (regardless of whether they use IM). For details, see Managing Your Ogo Contacts List on page 57.
	Phone	Enables you to make and receive phone calls. For details, see Using Your Ogo as a Phone on page 49.
	Extras	Enables you to select from various external applications, and provides technical support contact details. For details, see Ogo Extras on page 76.
	Settings	Enables you to configure your phone, IM, E-mail, web browser, and other device settings. For details, see Device and Application Settings on page 78.

Checking for Unread Messages and Open Chats

With Ogo, you can check for new messages of all types and open chats in one easy step – simply press  on the keyboard to display the Ogo quick-access list.

Your Ogo quick-access list shows all recent unread e-mail and SMS messages, open Instant Messaging chat sessions, and drafts of messages not yet sent. It also lists missed calls that have yet been not viewed, and shows the current call.

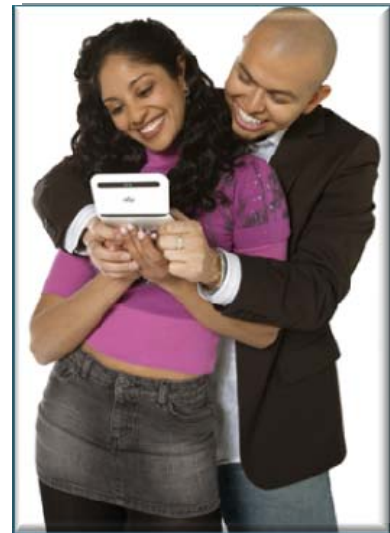
To synchronize your email, select **Send/Receive** at the bottom of the Ogo quick-access list, and press **Enter**.

Instant Messaging

You can use your Ogo to chat with friends and colleagues using the Windows Live Messenger and/or ICQ instant messaging communities.

Note: The availability of Instant Messaging communities on your Ogo device depends on the package offered by your wireless carrier/operator.

Instant Messaging is also referred to as IM, for short.




Using the Instant Messaging Wizard to Set Up Your Account

IM accounts are set up using the Instant Messaging Wizard.

You need to have your IM account details (username and password) ready in order to set up an IM account on the device.

Note: If you are using your Ogo for the first time, the Instant Messaging Wizard is displayed immediately after you select the language.

► To access the Instant Messaging Wizard:

- 1 In the Home screen or Application menu, select  **Settings** and press **Enter**. The Settings screen is displayed.
- 2 Select the **IM** tab.
- 3 Scroll down to select **Add IM account** and press **Enter**. The Instant Messaging Wizard is displayed.
- 4 Select **Next** and press **Enter**. You are prompted to select the IM provider.

Note: You can use only one Windows Live Messenger account and one ICQ account at any given time. If you have already set up a Windows Live Messenger account, then you are given the option of setting up an ICQ account only. If you have already set up an ICQ account, then you are given the option of setting up a Windows Live Messenger account only.

- 5 Select the IM Provider (Windows Live Messenger or ICQ) and press **Enter**.

- 6 Select **Next** and press **Enter**.
- 7 Follow the on-screen instructions for the selected IM Provider, as described in Setting Up Your Windows Live Messenger Account and Setting Up Your ICQ Account, respectively.

Note: You can exit the wizard without completing the process by selecting **Cancel** and pressing **Enter**. However, any information entered is lost when the wizard is cancelled.

Setting Up Your Windows Live Messenger Account

You need to have the username and password of your existing Windows Live Messenger account in order to set up this account on your Ogo device.

► **To set up a Windows Live Messenger account:**

- 1 If you select Windows Live Messenger as the IM Provider in the Instant Messaging Wizard, the Windows Live Terms of Use are displayed.
- 2 Before you configure the account, you must declare that you accept the terms of use. Read the terms of use. Then select **Accept** to indicate your agreement and press **Enter**. If you do not agree to the terms, select **Decline** and press **Enter**.
- 3 Select **Next** and press **Enter**. The Windows Live Messenger Setup screen is displayed.
- 4 In the **E-mail Address** field, insert the username associated with the e-mail address to be set up on Windows Live Messenger. If you are using a hotmail or MSN e-mail address, do not include the domain name. If you are using another e-mail address, such as a Yahoo e-mail account, then you must include the domain name in the e-mail address.
- 5 Select the required domain (@hotmail.com; @msn.com; or Other) and press **Enter**.
- 6 In the **Password** field, insert your password.

Note: The letters are displayed one at a time as you insert them; upon inserting the next letter the previously entered one turns into an asterisk.

When you attempt to move to the next field, you are prompted to confirm that you want to store your password on the device.

- 7 Select **Yes** to save the password on the device or select **No** if you prefer to enter the password each time you sign in. Then, press **Enter**.

Note: If you select **Yes**, a security warning is displayed advising you to go to the .NET password website and change your password in the event that your device is lost or stolen. Press **Enter** to continue.

- 8 To automatically sign in whenever your Ogo is turned on, select **Sign in when powered on** and press **Enter**.

Note: This option is part of the IM Settings, and can also be modified later

- 9 Select **Next** and press **Enter**. The IM account setup process is complete.
- 10 To set up an IM account with the alternate community, select **Set up another account** and press **Enter**.
- 11 To close the wizard, select **Finish IM Wizard**.

Setting Up Your ICQ Account

You need to have the ICQ# and password of your existing ICQ account in order to set up this account on your Ogo device.

▶ **To set up your ICQ account:**

- 1 Select **ICQ** as the IM Provider in the Instant Messaging Wizard, the ICQ Setup screen is displayed.
- 2 In the **ICQ#** field, insert your ICQ#.
- 3 In the **Password** field, insert your password.

Note: The letters are displayed one at a time as you insert them; upon inserting the next letter the previously entered one turns into an asterisk.

When you attempt to move to the next field, you are prompted to confirm that you want to store your password on the device.

- 4 Select **Yes** to save the password on the device or select **No** if you prefer to enter the password each time you sign in. Then, press **Enter**.

Note: If you select **Yes**, a security warning is displayed advising you to change your password in the event that your device is lost or stolen. Press **Enter** to continue.

- 5 To automatically sign in whenever your Ogo is turned on, select **Connect when powered on** and press **Enter**.
- 6 Select **Next** and press **Enter**. The IM account setup process is complete.
- 7 If you have not set up an account with the alternate community, you are prompted to do so.

Note: If you have already set up both communities, the Account Summary screen is displayed.

- 8 To set up an IM account with the alternate community (if not already done), select **Setup another account** and press **Enter**,

OR

To close the wizard, select **Finish IM Wizard**.

The Account Summary screen is displayed, listing the IM communities that can be accessed from your device.

Note: To remove a community, select it and press **Enter** to clear the checkbox.



- 9 Press **Next** to continue.

If you complete the wizard the first time you use the device, you are prompted to set up your e-mail account(s). For details, see Using the E-Mail Wizard to Set Up Your Account on page 36.

If you access the wizard from the Settings screen, the wizard completes and the **IM** tab of **Settings** is displayed.

Working with Instant Messaging

► **To access Instant Messaging:**

- 1 Press the **Instant Messaging** shortcut key () , or select  in the Home screen or Application menu and press **Enter**. The IM application's contact list screen is displayed.

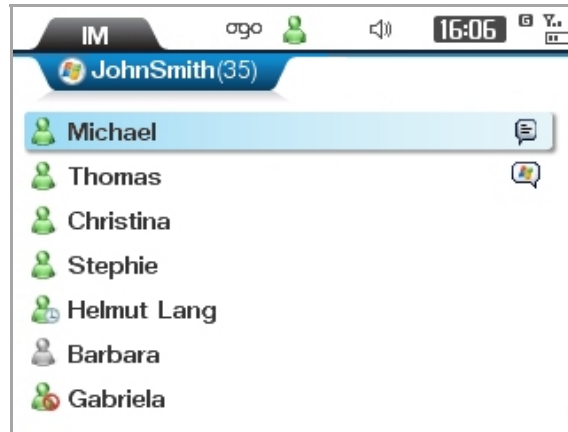


Figure 13: IM Contact List (Windows Live Messenger)

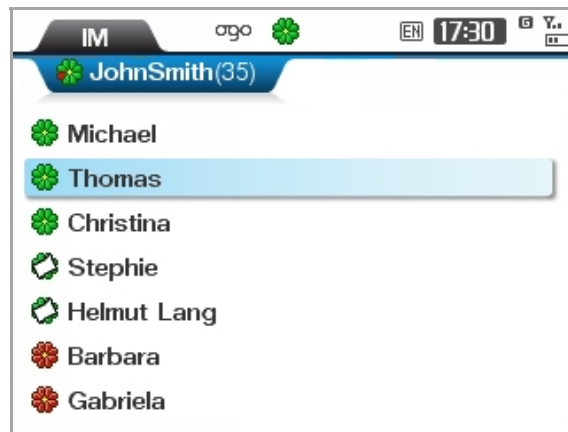


Figure 14: IM Contact List (ICQ)

A tab is displayed for each of the configured IM communities (ICQ and/or Windows Live Messenger appear in separate tabs).

Your IM status for the configured IM communities is displayed in the status bar.

- 2 Select the tab for the IM community that you want to work with. When a tab is selected, the display name appears on the tab, and the contact list displays your existing contacts.

Note: If no contacts have been defined, a message is displayed indicating that the IM contact list is empty. To add a user, press **Enter**. For details, see Adding an IM Contact on page 32.

Status icons are used to indicate the messaging status of your contacts. The icons vary according to the selected community.

Signing In

If you have not configured your Ogo to automatically sign you in whenever it is turned on, you can manually sign in when it suits you. Or you can sign in again, if you have signed out for any reason.

► **To sign in to the IM:**


- 1 Navigate to the Instant Messaging application and select the tab for the IM community (ICQ or Windows Live Messenger). You are prompted to sign in.
- 2 Press **Enter**. The Sign In screen is displayed, listing your default sign in details.
- 3 To sign in using the specified details, select **OK** and press **Enter**.

Note: To sign in as a different user, insert the required details before selecting **OK** and pressing **Enter**.

You are signed into the IM community.

Signing Out

► **To sign out:**

- In the IM contact list screen, press , select **Sign Out/Disconnect** from the Options menu, and press **Enter**. You are disconnected from the IM community.

Note: Alternatively, you can select **Sign Out/Disconnect** from the Options menu in a Chat screen.

IM Status Icons

Status icons indicate the status of other IM users. The specific icons vary according to the IM community in use (Windows Live Messenger or ICQ).

Table 8: Windows Live Messenger Status Icons

Icon	Status
	Online
	Busy/On the Phone
	Away/Out to Lunch/Be Right Back
	Online Blocked
	Offline
	Offline Blocked

Table 9: ICQ Status Icons

Icon	Status
	Online
	Away/Occupied/DND/Not Available
	Invisible
	Offline

While viewing the IM contact list screen, the following options are available from the Options menu:

Table 10: IM Options


Windows Live Messenger	ICQ
Change Status	Change Status
Send IM / E-mail	Send IM / E-mail
Add a Contact	Add a User
Delete Contact	Delete User
Block Contact	Block User

Windows Live Messenger	ICQ
Contact Info	User's Details
Assign Alerticon	Assign Alerticon
Sign Out	Disconnect
My Profile	

Changing Your Status

You can define the way in which your status is displayed to others in their contact lists.


► To change your status:

- 1 Access the IM application and select the tab for the IM community (ICQ or Windows Live Messenger).
- 2 Press  and select **Change Status** from the Options menu. A list of available statuses is displayed.


Note: Alternatively, you can select **Change Status** from the Options menu in a Chat screen.

- 3 Select the status that you want to be displayed and press **Enter**. Your status is updated accordingly, and is reflected on the corresponding icon in the status bar.

► To change the default IM status displayed when your Ogo signs-in:

- 1 In the Home screen or Application menu, select  **Settings** and press **Enter**. The Settings screen is displayed.
- 2 Select the **IM** tab.
- 3 Scroll down to select your community (**Windows Live Messenger** or **ICQ**) and press **Enter**. The IM community settings screen is displayed.
- 4 Select **Default presence** and press **Enter**. Select the status to be displayed to your contacts after you sign-in from the list.
- 5 Select **Save** or **Sign In** and press **Enter**. The change is saved.

► To change the IM status that is displayed when your Ogo is closed:

- 1 In the Home screen or Application menu, select  **Settings** and press **Enter**. The Settings screen is displayed.
- 2 Select the **IM** tab.

- 3 Scroll down to select **When closed** and press **Enter**. A dropdown menu is displayed.
- 4 Select the required option and press **Enter**. The status displayed to your contacts when the Ogo cover is closed is set accordingly.

Sending an Instant Message

As soon as you have set up your IM account on the Ogo, you can exchange messages with your contacts.

▶ **To send an instant message:**


- 1 Access the IM application and select the tab for the IM community (ICQ or Windows Live Messenger).
- 2 Select the contact to whom you want to send a message, and press **Enter**. The Chat screen is displayed.
- 3 Insert your message text and press **Enter**. Your message is sent to the selected contact, and is displayed in the top half of the screen.

Note: You can use QuickText to quickly insert predefined or customized texts. For details, see Working with QuickText on page 15.

Adding Emoticons to Your Instant Messages

You can use a variety of emoticons to personalize your chat messages.

▶ **To add an emoticon to an instant message:**

- Press the **Emoticon** key  on the keyboard. An emoticon palette is displayed. Scroll through the palette to select the desired emoticon and press **Enter**. The ASCII code of the emoticon is added to your message text, the graphic emoticon appears in the top half of the screen after you press **Enter**.

Notes: When an emoticon is selected for a few seconds, a Tooltip appears with the ASCII equivalent of the icon (e.g. 😊 is “:-)”). You can insert the ASCII string to include the emoticon in your message.


The available emoticons vary according to the IM provider.

Receiving an Instant Message

When an instant message arrives on your Ogo and the Chat screen is not open, a banner message appears briefly at the top of the screen. If an alerticon has been assigned to the contact, the alerticon animation is played.

During an ongoing chat, an incoming message from the same contact is automatically added to the dialog in the top half of the screen.

► **To view an instant message:**

- 1 In any screen, press  to display the **ogo** quick-access list. Chats with new messages appear at the top of the list, with animated indications next to them.
- 2 Select the contact name and press **Enter** to display the Chat screen.


Note: If you receive a message from contacts that are not in your contact list, use the **ogo** quick-access to view the message.

► **To view an instant message from the IM contact list screen:**

- 1 When you open the IM contact list screen, an animation appears next to any contact from whom you have unread messages.
- 2 Select the contact and press **Enter**. The Chat screen is displayed, with the sender's message in the top half of the screen.

Closing an IM Chat Session

You can close an open IM chat session in either of the following ways:

- In the Chat screen for the open session, press  and select **Close Chat Options** from the Options menu.
- In the Ogo quick-access list, select the IM chat session and press **CLR** on the keyboard.

Managing Your IM Contacts


You can add, delete and block specific contacts in your contact list from your Ogo. In addition, you can assign Alerticons to specific contacts so that an animated alert pops up whenever they send you messages.

Note: Changes made from the Ogo device affect the IM contact list as if they were made from a PC, except for Alerticons, which are used only on your Ogo device.


Adding an IM Contact

It's easy to add new contacts to your IM contact list(s) from your Ogo.

► **To add an IM contact (Windows Live Messenger):**

- 1 In the IM contact list screen, press  and select **Add a Contact** from the Options menu. The Add a Contact screen is displayed.
- 2 Insert the user's e-mail address.
- 3 Select **Add a Contact** and press **Enter**. The contact is added to your contact list.

► **To add an IM User (ICQ):**

- 1 In the IM contact list screen, press  and select **Add a User** from the Options menu. The Add a User screen is displayed.
- 2 Insert the user's ICQ#.
- 3 Select **Add a User** and press **Enter**. The user is added to your contact list.


Note: If you receive a message from a contact that is not on your IM contact list yet, use the **ogo** quick access list to view it, and then you can select the **Add to Contact List** option from the Chat screen to add the new contact to your contact list.

Viewing Contact Details

You can view the contact details of your IM contacts.

Note: Different IM communities use slightly different terms ("Contact" in Windows Live Messenger, vs. "User" in ICQ). All relevant terms are specified, as applicable.

► **To view contact information:**


- 1 In the IM contact list screen, select the contact.
- 2 Press  and select **Contact Info/User's Details** and press **Enter**. The Contact Info/User's Details screen is displayed. The specific details displayed depend on the selected IM community.

Assigning an Alerticon to an IM Contact

Ogo's animated Alerticons make it easy for you to identify when someone important to you has sent you a message. Simply assign an Alerticon to a contact and an attractive animation will appear in the banner message whenever that contact sends you a message or becomes online.

Note: For details on how to enable banner messages, see *Configuring the Device Settings* on page 86.

► **To assign an alerticon:**

- 1 Access the IM application and select the tab for the IM community (ICQ or Windows Live Messenger).
- 2 Select the contact.
- 3 Press  and select **Assign Alerticon** from the Options menu. The Assign Alerticon screen is displayed.


- 4 Scroll and select the desired Alerticon.

Note: When an Alerticon is selected, the animation is played. You can scroll through and view the various animations before making your selection.

- 5 Press **Enter**.
- 6 Select **Done** and press **Enter**. The selected Alerticon is assigned to the contact, and appear next to the contact in the contact list. The Alerticon's animation will appear each time a banner indicates that a message is received from the contact, or that the contact's status has changed to online.

Blocking/Unblocking an IM Contact

► To block an IM contact (Windows Live Messenger)


- 1 In the IM contact list screen, select the contact to be blocked.
- 2 Press  and select **Block Contact** from the Options menu.

Note: Alternatively, you can select **Block Contact** from the Options menu in the Chat screen.


The Block User screen is displayed, prompting you to confirm that you want to block the contact.

- 3 Select **Yes** and press **Enter**. The contact's status is updated in the IM contact list; the contact is blocked and is unable to send you instant messages.

► To unblock an IM contact (Windows Live Messenger)

- 1 In the IM contact list screen, select the blocked contact.
- 2 Press  and select **Unblock Contact** from the Options menu. The Unblock User screen is displayed, prompting you to confirm that you want to unblock the contact.
- 3 Select **Yes** and press **Enter**. The contact's status is updated in the IM Contact list; the contact is unblocked.

► To block an IM User (ICQ):

- 1 In the IM contact list screen, select the contact to be blocked.
- 2 Press  and select **Block User** from the Options menu.

Note: Alternatively, you can select **Block User** from the Options menu in the Chat screen.

The Block User screen is displayed, prompting you to confirm that you want to block the contact.


- 3 Select **Yes** and press **Enter**. The user is removed from the IM contact list; the user is blocked and is unable to send you instant messages.

Note: An ICQ user cannot be unblocked when using a mobile device. You can, however, unblock the user from your PC's ICQ client.

Deleting an IM Contact

You can remove contacts from your IM contact list.

► **To delete an IM contact:**

- 1 In the IM contact list screen, select the contact to be deleted.
- 2 Press  and select **Delete Contact/User** from the Options menu. The Delete User screen is displayed, prompting you to confirm that you want to delete the contact.
- 3 Select **Delete** and press **Enter**. The contact is deleted from your IM contact list.

Note: Deleting a contact does not block it. You can still receive messages from this contact, unless you choose to block the contact as well.

Messages (E-Mail and SMS)

Ogo lets you manage messages from various e-mail accounts easily and efficiently, whether you're sitting in a restaurant, riding the bus, or relaxing on the beach.

Ogo's PUSH e-mail feature means you get e-mail as soon as it hits your inbox, so there's no need to wait.



Setting Up Your E-Mail Accounts

Your Ogo device supports the ability to send/receive e-mail from up to five existing e-mail account(s).


Note: The ability to manage multiple e-mail accounts on the Ogo depends on your service provider.

Using the E-Mail Wizard to Set Up Your Account

E-mail accounts are set up using the E-mail Wizard. Depending on your wireless carrier/operator, you may be able to set up multiple e-mail accounts for different e-mail providers (for example, Hotmail or Gmail).

You need to have your e-mail account details (e-mail address and password) ready in order to set up an e-mail account on the device. For custom email accounts, you need to provide server details as well.

► To access the E-mail Wizard:

- 1 In the Home screen or Application menu, select  **Settings** and press **Enter**. The Settings screen is displayed.
- 2 Select the **E-mail** tab.
- 3 Scroll down to select **Add** and press **Enter**. The E-mail Wizard is displayed.
- 4 Select **Next** and press **Enter**. You are prompted to select the e-mail provider.

Note: If you have already set up an account on Ogo for an e-mail provider, that provider may no longer be available for selection.

- 5 Select the e-mail provider (Windows Live Mail, Gmail or Custom e-mail provider) and press **Enter**. The E-mail Setup screen is displayed.
- 6 Follow the on-screen instructions for the selected E-mail Provider, as described in Setting Up Your Windows Live Messenger Account and Setting Up Your Gmail or Custom Email Account, respectively.

Note: You can exit the wizard without completing the process by selecting **Cancel** and pressing **Enter**. However, any information entered is lost when the wizard is cancelled.

Setting Up Your Windows Live Mail Account

If you have a Windows Live Mail account, you can configure your Ogo to send and receive e-mail for those accounts (subject to the conditions imposed by your wireless operator).

► To set up your Windows Live Mail account:

- 1 Select **Windows Live Mail** as the e-mail provider in the E-mail Wizard. The Windows Live Mail Setup screen is displayed.
- 2 In the **E-mail Address** field, insert the e-mail address of your existing Windows Live Mail account. If you are using a hotmail or MSN e-mail address, you may leave out the domain name, and select it from the options below this field.

Note: If you have already configured Windows Live Messenger, your configured user details are displayed by default.

- 3 Select the required domain (@hotmail.com; @msn.com) and press **Enter**.
- 4 In the **Password** field, insert your password.

Note: The letters are displayed one at a time as you insert them; upon inserting the next letter the previously entered one turns into an asterisk.

- 5 Select **Next** and press **Enter**. You are prompted to enter your account information.
- 6 Insert the requested information in the designated fields. Set how often you want the Ogo to check for new mail as follows:
 - Select **Check interval** and press **Enter**. A drop-down menu is displayed.
 - Scroll and select the desired time interval (**OFF, 10m, 30m, 1h, 2h**) and press **Enter**.
- 7 Press **Enter**. You are prompted to set up another account (optional) or to finish the wizard.
- 8 Select **Finish E-mail Wizard** and press **Enter**.
- 9 Select **Next** and press **Enter**. The Account Summary screen lists the e-mail service(s) configured on your Ogo.

Note: To remove an e-mail service, clear its checkbox.

- 10 Select **Next** and press **Enter**. Your e-mail account data is updated.

Setting Up Your Gmail or Custom Email Account

If you have a Gmail or other e-mail account(s), you can configure your Ogo to send and receive email for those accounts (subject to the conditions imposed by your wireless operator).

If you are setting up a Gmail account, you will need to enable your account's POP Download option (in Gmail's website) in order to access Gmail from the device. To do so, select **Enabled POP for all mail** in your Gmail Account Settings (in the Forwarding and POP section).

If you are setting up a custom account, you will need to have the complete account information ready, including the username, E-mail protocol, incoming server, outgoing server, and so on.

► **To set up your Gmail or custom e-mail account:**

- 1 Select **Gmail** or **Custom e-mail provider** as the e-mail provider in the E-mail Wizard. You are prompted to enter your login information.
- 2 In the **E-mail Address** field, insert your e-mail address. (If you are setting up a custom e-mail account, include the domain name.)
- 3 In the **Password** field, insert your password.

Note: The letters are displayed one at a time as you insert them; upon inserting the next letter the previously entered one turns into an asterisk.

- 4 Select **Next** and press **Enter**. You are prompted to enter your account information.
- 5 Insert the requested information in the designated fields.
- 6 Set how often you want the Ogo to check for new mail as follows:
 - Select **Check interval** and press **Enter**. A drop-down menu is displayed.
 - Scroll and select the desired time interval (**OFF, 10m, 30m, 1h, 2h**) and press **Enter**.
- 7 Press **Enter**. You are prompted to set up another account (optional) or to finish the wizard.
- 8 Select **Finish E-mail Wizard** and press **Enter**.
- 9 Select **Next** and press **Enter**. The Account Summary screen lists the e-mail service(s) configured on your Ogo.

Note: To remove an e-mail service, clear its checkbox.

- 10 Select **Next** and press **Enter**. Your e-mail account data is updated.

Accessing the Messages Application

The Messages application is where you can manage and view your e-mail and SMS messages.

► **To access the Messages application:**

- Press the **Messages** shortcut key (), or select in the Home screen or Application menu and press **Enter**. The Messages application is displayed.



Figure 15: Messages Application

The Messages application provides message lists in the following tabs:

- Inbox
- SMS
- E-mail account(s) (if set up on the device)
- Find
- Outgoing

Viewing Your Message Lists

The **Inbox** tab shows a combined list of all your e-mail and SMS messages. The most recently received messages appear at the top of the list.













Alternatively, you can view only messages of a specific type or for a specific e-mail address in the corresponding tab. For example, to view only SMS messages, select the **SMS** tab.

The following details appear for each message:

- An icon, indicating the type and status of the message (see Table 11)
- An icon, indicating whether there are attachments for this email
- The name of the sender

- The subject of the message (for e-mail messages) or the beginning of the message (for SMS messages). In the selected message, this part alternates with the display of sending time & date.

Table 11: Messages Icons

Icon	Message Type/Status
	E-mail – Unread
	E-mail – Read
	E-mail – Unread, partially retrieved
	E-mail – Read, partially retrieved
	Attachments included
	E-mail – Sent
	E-mail – Sent (failure)
	E-mail - Pending
	SMS/text – Unread
	SMS/text – Read
	SMS/text – Sent
	Draft message


While viewing a message in the **Inbox** tab (or in an e-mail account tab), the following options are available from the Options menu:

- Mark as Read/Unread
- Reply
- Reply to All
- Forward
- Delete...
- Sort by Sender/Date & Time
- Delete All...
- Send/Receive

Composing a Message

You can compose and send SMS and/or e-mail messages in the Compose screen.

► **To access the Compose screen:**

- Press the **Compose** shortcut key () , or select **Compose** in the Home screen or Application menu and press **Enter**. The Compose screen is displayed.

Typically, the Compose screen includes the following tabs:

- SMS
- E-mail account(s) (if set up on the device)

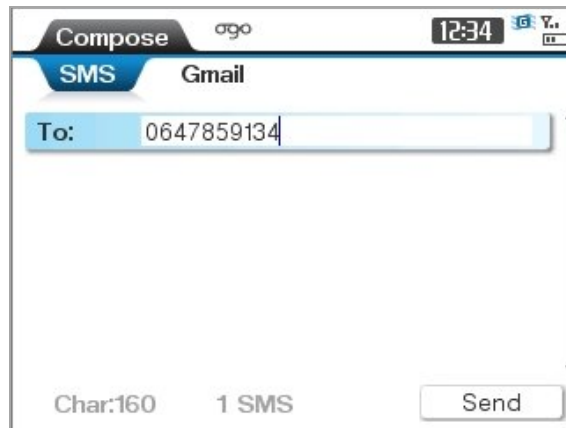



Figure 16: Compose Screen – SMS Tab




Figure 17: Compose Screen – E-mail Tab

► **To compose an SMS message:**

- 1 Press the **Compose** shortcut key () , or select **Compose** in the Home screen or Application menu and press **Enter**. Select the **SMS** tab.

OR


In the **SMS** tab of the Messages application, press  and select **New message** from the Options menu. The Compose screen is displayed, with the SMS tab selected.

- 2 Insert the recipient's mobile number in the **To** field.
- 3 Scroll down and insert the message text.


Note: A counter at the bottom of the screen indicates the remaining number of characters that can be inserted into the message. A single SMS message can include up to 160 characters. Ogo allows you to create a longer message, and breaks it into up to four separate parts when sending.

- 4 Select **Send** and press **Enter**.

► **To compose an e-mail message:**

- 1 Press the **Compose** shortcut key () , or select **Compose** in the Home screen or Application menu and press **Enter**. Select the required E-mail tab.

OR

In the **E-mail** tab of the Messages application, press  and select **New message** from the Options menu. The Compose screen is displayed, with the **E-mail** tab selected and the **From** details automatically inserted.

- 2 Insert the recipient's e-mail address, the message subject, and message text in the designated fields.
- 3 Select **Send** and press **Enter**.

Note: If you attempt to leave the Compose screen without sending the message, you are prompted to save it as a draft. Select **Yes** to save the draft, **No** to discard the message, or **Cancel** to remain in the screen.

Working with Messages

You can view from the various tabs of the Messages application. Unread messages can also be viewed from the **ogo** quick-access list

While viewing a message, the following options are available from the Options menu:

- 1 **Add Sender to Contacts:** Enables you to add the sender of the message to your contacts list.
- 2 **Reply:** Enables you to send a reply to the sender of the message. For details, see [Replying to a Message on page 45](#).
- 3 **Reply to All:** Enables you to send a reply to all recipients of the message, including the sender. For details, see [Replying to a Message on page 45](#).
- 4 **Forward:** Enables you to forward the message. For details, see [Forwarding a Message on page 45](#).
- 5 **Delete:** Enables you to delete the message from both your Ogo and the mailbox maintained by the e-mail service provider. For details, see [Deleting a Message on page 45](#).
- 6 **Delete Locally:** Enables you to delete the message from your Ogo only (without deleting it from the mailbox maintained by the e-mail service provider). For details, see [Deleting a Message on page 45](#).
- 7 **Address Clipboard:** Enables you to use information from the content of a message for adding new contacts to your Ogo Contacts List, or to send a message or place a call directly, without adding a new contact. For details, see [Working with the Address Clipboard on page 63](#).


Viewing a Message

► To view a message:

- 1 Select the required tab in the Messages application.
- 2 Select the message in the message list and press **Enter**.

The message is displayed, including details regarding the message sender, destination e-mail address or mobile number, date and time the message was sent, subject and text, as applicable.

When applicable, attachments are listed below the message's subject.

Note: Pressing  displays the **ogo** quick-access list, where unread messages are listed (sender name is displayed). Select the message and press **Enter** to view the message.

Viewing an Attachment

You can receive and view e-mail attachments on your Ogo, including image files (.jpg, .bmp, .gif), and documents (Word, Excel, PDF files and more) which are displayed as plain text.

Notes: The availability of viewing attachments depends on the service provided by your cellular operator, and the attributes of your email account.
Attachments are not supported for Windows Live Mail.

► **To view an attachment:**

- 1 Select the attachment in the Attachments list and press **Enter**. A pop-up menu is displayed.
- 2 To view a summary of the attachment properties (filename, type, size and status), select **Details**.

OR


To view the attachment content, select **View text** (for a document), or **View Image**. The text "Downloading..." is displayed at the bottom of the screen while the attachment is downloaded.

Note: If the attachment is of a non-supported file type, the options **View Text** or **View Image** are not available.

Forwarding a Message

You can forward a message to friends and colleagues.

► **To forward a message:**

- 1 In the message screen (or in one of the Messages application tabs, with the message selected), press  and select **Forward** from the Options menu. The Compose screen is displayed, with the original message listed in the message area.
- 2 Insert the details of the intended recipient in the **To** field.
- 3 (Optional) Add to or edit the message text if desired.
- 4 Select **Send** and press **Enter**. The "Send Message?" screen is displayed.
- 5 Select **Yes** and press **Enter**.

Note: If one or more recipient/sender is not in your Ogo Contacts List, you are prompted to save their details at this time. To do so, select **Save** and press **Enter** to display the Address Clipboard screen. For details on saving contacts from the Address Clipboard, see Working with the Address Clipboard on page 63.

If the original message includes attachments, the original attachments are included in the forwarded message. You can view the attachments, and remove some or all of them before sending.


Replying to a Message

You can reply to your incoming messages.

► To reply to a message:

- 1 In the viewed message screen, select **Reply** and press **Enter**.

OR

In the message screen (or in one of the Messages application tabs, with the message selected), press  and select one of the following options from the Options menu:

- To reply to the sender only, **Reply** and press **Enter**.
- To reply to the sender and all other recipients, select **Reply to All** and press **Enter**.


The Compose screen is displayed, including the original message, and with sender's address in the **To** field.


- 2 You can edit the message text if desired.
- 3 Select **Send** and press **Enter**. The "Send Message?" confirmation message may be displayed. If you wish to send messages without a confirmation message, select **Don't show me again** and press **Enter**.
- 4 Select **Yes** and press **Enter**. A brief animation is displayed, indicating that the message is about to be sent.

Deleting a Message


By default, messages deleted on your Ogo are also deleted from the mailbox maintained by the e-mail service provider. However, you can choose to "Delete Locally", which removes the message from the Ogo, but keeps the message unharmed on the mailbox maintained by your e-mail provider.


► To delete the currently displayed message:

- In the message screen, press  and select one of the following options from the Options menu:
 - To delete the message from your Ogo device without removing it from the mailbox maintained by the e-mail service provider, select **Delete Locally** and press **Enter**.
 - To delete the message entirely, select **Delete** and press **Enter**. The message is deleted according to your selection.

Note: Alternatively, you can press the  key when the message is viewed to delete the displayed message (this performs regular delete, not local delete).


► **To delete a message from the list in the Messages application:**

- 1 In the Messages screen, select the message.
- 2 Press  and select **Delete** from the Options menu. The message is deleted.

Note: Alternatively, you can press the  key when the message is viewed to delete the displayed message (this performs regular delete, not local delete).

► **To delete multiple messages from the selected tab of the Messages application:**

Note: To mark multiple messages for deletion, select a message and press the Space key. Then follow the instructions below and select **Delete All Selected**.

- 1 In the Messages screen, press  and select **Delete All...** from the Options menu. A sub-menu is displayed:
- 2 Select one of the following options from the sub-menu:
 - To delete all of the messages from the current tab, select **Delete All Messages**.
 - To delete all read messages from the current tab, select **Delete All Read**.
 - To delete all selected messages from the current tab, select **Delete All Selected**. (This option is enabled only if one or more messages are selected.)
 - To select all of the messages in the current tab, select **Select All Messages**.
 - To unselect all of the messages in the current tab, select **Unselect All Messages**. (This option is enabled only if one or more messages are selected.)

All messages of the type you have chosen are selected or deleted according to your selection.



Finding a Message

The **Find** tab lets you search for a particular message based on a text string contained anywhere within the message, including the address, subject or message content fields.

► **To find a message:**

- 1 In the Messages application, select the **Find** tab.
- 2 Insert the search criteria in the empty field. (The search criteria can be a partial word, whole word, phrases, numbers, and so on.) You can search for up to 32 characters (including symbols).
- 3 Press **Enter**. The search results are listed in the screen.

Note: To view the content of a message that appears in the results, select the message and press **Enter**.

- 4 To sort the search results, press  and select **Sort by Recipient/Sender** from the Options menu.
- 5 To clear the search results, press  and select **Clear Results** from the Options menu.

Checking for New Messages

New e-mail messages are "pushed" to your device as they arrive to your mailbox (depending on the service provided by your cellular operator, and the attributes of the e-mail account).

In addition, your Ogo checks for new e-mail at set time intervals, which can be configured when you set up your e-mail accounts, and via the E-mail settings.


At any time, you can prompt your Ogo to check for new e-mail and send any messages pending on the device, using the send/receive option.

Note: Some of the Send/Receive options described herein may not be available in your specific version.

► **To send/receive e-mail for all your email accounts:**


- In the **ogo** quick-access list, select **Send\Receive** and press **Enter**.

OR

In the **Inbox** tab of the Messages application, press  and select **Send/Receive** from the Options menu.

The device starts to retrieve new messages for all your email accounts, and the message lists are updated accordingly.

► **To send/receive email for a selected email account:**

1 In the tab of the selected e-mail account, press  and select **Send/Receive** from the Options menu. The Send/Receive screen is displayed, showing the time & date of the last Send/Receive operation.

2 Select **Start** and press **Enter**.

The device starts to retrieve any new messages for the selected e-mail account, and the message list in this tab is updated accordingly. To cancel the email retrieval, select **Stop** and press **Enter**.

Note: When e-mail retrieval is complete, a banner message appears briefly indicating the number of new e-mail messages.

Viewing Your Outgoing Messages

The latest e-mail and SMS messages you have sent from your Ogo are listed in the **Outgoing** tab of the Messages application.

You can review your sent messages, forward them to additional recipients, or delete them if they are no longer required.

The number of sent email messages kept in this list can be modified in the **Email** tab in the Settings screen. For details, see *Configuring Your E-Mail Settings* on page 83.

Using Your Ogo as a Phone

As brilliant as Ogo is at text based messaging, sometimes you just need to talk to someone.

The **Phone** application enables you to make and answer phone calls, as well as view phone numbers previously dialed, and the calls received and calls missed lists.

Call and End Buttons

For added convenience, your Ogo features **Call** (green) and **End** (red) buttons, which are located along the edge of the device, so you can answer or reject a call while the cover is closed.



Figure 18: Call and End Buttons

For best voice quality, hold your Ogo device with the Logo side facing you with the **Call/End** buttons near the top.



Adjusting the Volume

You can adjust the volume on your Ogo by simply pressing the **volume +** and **–** buttons on the edge of the device. Or, to silence the device, hold down the **volume –** button for a few seconds to turn off the sound entirely.



Figure 19: Volume Buttons

Making a Call

It's easy to make calls on your Ogo — and in so many ways:

- Simply start dialing in the Home screen by pressing the number keys.
- Call a contact from Phone's Dial tab by pressing **Enter** and selecting the contact from a pop-up list.




- Select a contact in Contacts List and select **Dial** from the Options menu.
- Select one of the calls in the Phone's call log (Dialed/Missed/Received calls) and press **Enter** to dial that number.
- Press the **Call** key twice (when the flip cover is open) to redial the last dialed call.
- Press and hold down one of the number keys, after assigning a contact to that speed dial number.

Dialing a Phone Number

You can place a call by manually inserting the phone number.

► **To dial a phone number:**

- 1 In the Home screen or Application menu, select  **Phone** and press **Enter**. The **Dial** tab is displayed.

Note: Pressing the number keys while the Home screen is displayed also opens the **Dial** tab.



Figure 20: Phone Screen

- 2 Insert the phone number to be dialed. (You do not need to press **ALT** when dialing a phone number.)

Note: If you have assigned a speed dial number for the required phone number, long press the corresponding speed dial number to place the call. If no contact number has been assigned to this speed dial number, long press displays the Assign Speed Dial screen. For details on defining speed dial numbers, see Configuring the Phone Settings on page 79.

- 3 Press **Enter**, or press the **Call** button (the green button on the edge of your Ogo). Your call is placed. The Call screen is displayed.

- 4 When the call recipient picks up, a timer is displayed that tracks the duration of the ongoing call.


Once you have begun the call, feel free to close the cover at any time. Your call will not be disconnected.

Note: To end the call, press the **End** button (the red button on the edge of your Ogo), or scroll to **Hang Up** and press **Enter**.

Calling a Contact

You can select and call a contact from the Contacts screen or the Phone screen.

► To call a contact from the Dial tab:


- 1 In the Home screen or Application menu, select  **Phone** and press **Enter**. The **Dial** tab is displayed.
- 2 Press **Enter** again. A pop-up list of your contacts is displayed.

Note: Type the first letters of the contact's name to jump to the first contact that starts with these letters.

- 3 Select the contact to be called and press **Enter**. Your call is placed and the Call screen is displayed.

Note: If the selected contact has more than one phone number stored, a symbol is included with the contact name. When you press **Enter**, a list of the available phone numbers for the contact is displayed; Select the required number and press **Enter** again.

► To call a contact from the Contacts List:

- 1 In the Contacts List, select the contact that you want to call.
- 2 Press  and select **Dial** from the Options menu. Your call is placed and the Call screen is displayed.

Dialing a Number from the Call Log

You can dial a number directly from one of the call log lists.

► To call a number from the Call log:

- In the **Dialed/Received/Missed** tab, select the number that you want to dial, and press **Enter**.

OR

Press  and select **Call This Number** from the Options menu.

The call is placed and the Call screen is displayed.

Redialing a Number


You can redial the last number that you dialed on your Ogo.

- ▶ **To redial the last number:**
 - Press the **Call** key twice (when the flip cover is open). A call is placed to the last number that you called.

Handling Incoming Calls

Whenever your Ogo is powered on, you can receive calls on it – whether or not the cover is open or closed.

Handling an Incoming Call – Ogo is On, Cover is Closed

- ▶ **To answer or reject the call (Ogo is on, cover closed):**
 - When you hear your Ogo ringtone, press **Call** (the green button on the edge of your Ogo), to answer or press **End** (the red button) to reject the call.
 - Press the  volume key to silence the incoming call. The ringtone stops, without disconnecting the call.

Handling an Incoming Call – Cover is Open

If you are using your Ogo and a call arrives, the Incoming Call screen prompts you to decide whether you want to accept, reject, or silence the call. If the call is from a number that is listed in your Ogo Contacts List, then the caller's name is displayed. If not, the caller's phone number is displayed. If the caller has opted to block his/her caller ID, "Private Number" is displayed.

- To accept the call, press the green button on the edge of your Ogo, or select **Accept** and press **Enter**. Start talking!
- To reject the call, select **Reject** and press **Enter**. The call is disconnected, and is listed in the **Received** tab.
- To silence the call, select **Silence** and press **Enter**. The playing of your ringtone stops, without disconnecting the call.

Handling a Waiting Call

If another party calls you while you are talking on the phone, an Incoming Call screen is displayed.

You can choose one of the following options:

- To accept the new call and place the existing call on hold, select **Answer** and press **Enter**. OR press **Call** key (green button)
- To end the existing call and accept the new call in its place, select **Replace** and press **Enter**.
- To reject the new call and continue the existing call, select **Reject** and press **Enter** OR press the **End** key (red button).

Handling Multiple Calls

You can juggle multiple calls on your Ogo, freely switching between ongoing calls, or joining them into a conference call.

Swapping Calls

If you are engaged in two calls simultaneously, talking to one person while the other is on hold, Ogo allows you to "swap" between the calls – placing the active call on hold so that you can talk to the other person.


► To swap calls:

- 1 Simply press **Call** (green button) or press **Enter**. The call menu is displayed.
- 2 Select **Swap** and press **Enter**. The calls are swapped.


Joining Calls (Conferencing)

If you are engaged in a number of simultaneous calls (two or more), Ogo allows you to join the calls into a conference.

► To join the calls:

- 1 Press  and select **Join** from the Options menu. The calls are joined. The number of participants in the conference call is displayed in the Call screen.

► To split the calls:

- 2 Press  and select **Split** from the Options menu. The list of parties is displayed.
- 3 Select the party you want to talk with and press **Enter**. The calls are split. Each call returns to its previous state (active or on hold).

Making another Call While Talking on the Phone

You can make a new outgoing call while an existing call is ongoing.

► **To make a new call while talking on the phone:**

- 1 Press **Enter**. The call menu is displayed.
- 2 Select **New Call** from the call menu. A Dial screen is displayed.
- 3 Insert the phone number for the new call and press **Enter**. The call is dialed.
When the call is answered, you can talk while keeping the previous call on hold.

Note: Optionally, you can swap between the active calls or combine them into a conference call.

Ending a Call

It is easy to end a call, simply press **End** (the red button on the edge of your Ogo), or select **Hang Up** in the **Call** tab and press **Enter**. The call is disconnected.


Alternatively, you can press **Enter** in the **Call** tab, and select **Hang Up** from the call menu.

Muting/Unmuting a Call

Ever need to say something that you don't want the person on the line to hear, but you aren't ready to hang up yet? Then, muting the call is the solution for you.

Muting a call temporarily disables Ogo's microphone so that the other party cannot hear you.

► **To mute a call:**

- In the Call tab, select Mute and press Enter. The  icon is displayed.

► **To unmute a call:**

- To re-enable the microphone, select **Unmute** and press **Enter**. The  icon disappears.

Viewing Your Call Lists

The Ogo stores lists of dialed, received and missed calls.

Each call list entry includes the following:

- The phone number called or the name of the contact if it appears in your Contacts List. "Private" appears if the calling number is not disclosed by the network.
- A time stamp, indicating when the call was dialed, or received, or missed.
- A call icon, indicating the type of call.

Note: Pressing the **Call** key displays the **Dialed** tab, with the last call highlighted.

► **To view a history of recent calls:**

- Select the tab for the type of call list (Dialed, Received, or Missed). The corresponding call list is displayed.

While viewing a call list, press **Enter** to call to a selected call number. In addition, the following options are available from the Options menu for a selected entry:

- 1 **View Details:** Displays the Call Details screen, including the phone number and any available caller details.
- 2 **Call This Number:** Displays the Call screen, and places a call to the selected number.
- 3 **Use Number:** Displays the Call screen, with the number inserted by default. The call is not placed; you can edit the number and press **Enter** to dial.
- 4 **Compose SMS:** Displays the Compose SMS screen, with the number inserted in the **To** field by default. For details, see Composing a Message on page 41.
- 5 **Add to Contact:** Enables you to add the selected number to an existing contact.
- 6 **Create Contact:** Enables you to create a new contact with the selected number.
- 7 **Delete Item:** Removes a selected entry from the call list.
- 8 **Clear List:** Removes all entries from the currently displayed call list.

Call Timers

The **Timers** tab displays the following timers:

- **Last call duration:** The duration of the last call, either dialed out or received.
- **Received calls duration:** The accumulated duration of all incoming calls listed in the Received calls history.

- **Dialed calls duration:** The accumulated duration of all outgoing calls listed in the Dialed calls history.
- **All calls duration:** The accumulated duration of all calls, both incoming and outgoing, listed in the Dialed calls and Received calls histories. (This timer cannot be cleared).

▶ **To reset the timers:**


- 1 In the **Timers** tab, select **Clear** and press **Enter**. The Reset Timers screen is displayed.
- 2 Select **Yes** and press **Enter** to confirm that you want to reset the call timers. The **Last call duration**, **Received calls duration** and **Dialed calls duration** timers are reset.

Note: The **All calls duration** timer is not reset.

Managing Your Ogo Contacts List

Your Ogo Contacts Lists lets you set up, find and manage contact information for people with whom you exchange e-mail, SMS messages, and phone calls.

► **To access the Contacts List:**

- In the Home screen or Application menu, select  and press **Enter**. The Contacts List is displayed.

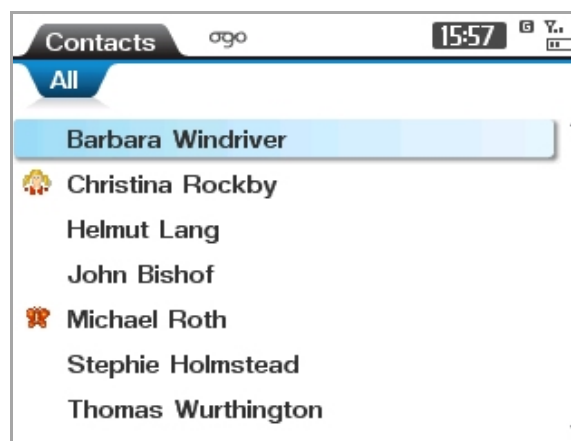


Figure 21: Contacts List

The **All** tab lists all of your contacts. An additional tab is displayed for each Contacts Group (if defined).

While viewing the Contacts List, the following options are available from the Options menu for a selected entry:

- 1 **Dial:** Displays the Call screen, and places a call to the selected number. If the Contact has multiple numbers, you are prompted to select the required number from a list.
- 2 **Edit Contact Profile:** Displays the Contact Profile screen, enabling you to add to or edit the existing contact details. For details, see Viewing/Editing Contact Profiles on page 59.
- 3 **Compose Message:** Displays the Compose screen, with the contact's number/email address inserted in the **To** field. For details, see Composing a Message on page 41.

Note: If the contact has more than a single address (SMS number or e-mail), you are prompted to select the required address from a list.

- 4 **New Contact:** Enables you to create a new contact in the Contact Profile screen. For details, see Adding Contacts on page 58.




- 5 **Delete Contact:** Removes the selected contact from the Contacts List. For details, see Deleting Contacts on page 58.
- 6 **Delete All Contacts:** Removes all contacts from the Contacts List. For details, see Deleting Contacts on page 58.
- 7 **New Group:** Enables you to create a group within your Contacts List. For details, see Working with Contact Groups on page 60.
- 8 **Export to SIM:** Enables you to export your Contacts List from the Ogo device memory to the SIM card memory. For details, see Exporting Contacts on page 61.
- 9 **Import from SIM:** Enables you to import your Contacts List from the SIM card memory into the Ogo device memory. For details, see Importing Contacts on page 62.

Adding Contacts

You can add contacts to your Ogo Contacts List at any time.

► **To add a contact:**

- 1 In the Contacts List, press  and select **New Contact** from the Options menu. The Contact Profile screen is displayed.
- 2 Insert the displayed contact details (**First Name, Last Name, Mobile Phone,** and **E-mail Address**) as required.



Note: You must provide either the first or last name.

- 3 To assign an Alerticon to this contact, select **Alerticon** and press **Enter** to select an alerticon for the contact. For details, see Assigning an Alerticon to a Contact on page 59.
- 4 To include additional fields for this contact, such as Postal Address, Web Address or additional phone numbers, or email addresses:
 - Select **Add Field** and press **Enter**. A menu of optional fields is displayed. Select the desired field name and press **Enter** to add it to the form.
 - Insert the relevant information in the new field.
 - Repeat for additional data fields if required.
- 5 Select **Save & Close** and press **Enter**. The new contact is saved.


Deleting Contacts

You can remove contacts from your Ogo Contacts List.

► **To delete a contact:**

- 1 In the Contacts List, select the contact you want to delete.
- 2 Press the  key, or press  and select **Delete Contact** from the Options menu.
A confirmation message is displayed.
- 3 Select **Yes** to confirm the deletion and press **Enter**. The contact is deleted from your Ogo Contacts List.

► **To delete all your contacts:**

- 1 In the Contacts List, press  and select **Delete All Contacts** from the Options menu. A confirmation message is displayed.
- 2 Select **Yes** to confirm the deletion and press **Enter**. The contact is deleted from your Ogo Contacts List.

Viewing/Editing Contact Profiles

You can view existing contact profiles and edit the information they contain.

► **To view a contact profile:**

- In the Contacts List, select the contact and press **Enter**. The Contact Profile screen is displayed.

Note: For details on defining a contact profile, see Adding Contacts on page 58.

Assigning an Alerticon to a Contact

Ogo's animated Alerticons make it easy for you to identify when someone important to you has sent you a message. Simply assign an Alerticon to a contact and an attractive animation pops up on your **ogo** quick-access list whenever that contact sends you a message.

► **To assign an alerticon:**

- 1 In the Contact Profile screen, select the **Alerticon** field and press **Enter**. The Assign Alerticon screen is displayed.
- 2 Scroll and select the desired Alerticon.

Note: When an Alerticon is selected, the animation is played. You can scroll through and view the various animations before making your selection.

- 3 Press **Enter**.
- 4 Select **Done** and press **Enter**. The selected Alerticon is assigned to the contact, and is displayed on the device each time a message is received from the contact.

Working with Contact Groups


Organizing your contacts into Contact Groups makes it easy for you to locate that special person's details when you need them. Similar to a mailing list, an Ogo Contact Group is a list of addresses that also enables you to send e-mail and SMS messages to the entire group at once.

Creating a Group

You can create Contact Groups and then add multiple contacts to the groups.

Note: The same contact can be added to more than one group.


► **To create a group:**

- 1 In the Ogo Contacts List, press  and select **New Group** from the Options menu. The New Group screen is displayed.
- 2 Insert a name for the group, for example, family.
- 3 Select **OK** and press **Enter**. A tab is added for the new group.

Adding Contacts to Groups

You can assign a contact to one or more Contact Groups. The contact will continue to appear in the **All** tab as well as in the tab(s) for the group(s) to which it has been added.

► **To add a contact to a group:**

- 1 In the group's tab, press  and select **Add Contact to Group** from the Options menu. Your existing contacts are listed in a pop-up list.
- 2 Select the contact to be added to the group, and press **Enter**. The contact is listed in the group's tab.

Note: If the contact has more than one address (SMS or E-mail), you are prompted to select the required address from a list.

Removing Contacts from Groups

You can remove a contact from a Contact Group. (The contact will continue to appear in the **All** tab.)

► **To remove a contact from a contact group:**


- 1 In the group's tab, select the contact.

- 2 Press  and select **Remove from Group** from the Options menu. The contact is removed from the group.

Sending a Message to a Group

You can send a message to an entire group of contacts at the same time, without having to insert the individual address one at a time.

▶ **To send a message to a group:**

- 1 In the group's tab, press  and select **Compose Message to Group** from the Options menu. The Compose screen is displayed with your details in the **From** field and the group name in the **To** field.

OR

In the **To** field in Compose screen, press **Enter** and select a Contact Group from the Contacts List.


- 2 Insert the subject and message text.
- 3 Select **Send** and press **Enter**. The message is sent to all contacts in the group.

Removing a Contact Group

You can remove a Contact Group.

Note: Removing a Contact Group does not remove the contacts from the Contacts List. Existing contacts continue to appear in the **All** tab.


▶ **To remove a contact from a group:**

- 1 In the group's tab, press  and select **Remove Group** from the Options menu. A confirmation message is displayed.
- 2 Select **Yes** and press **Enter**. The group's tab is removed.

Exporting Contacts

You can export specific contacts or your entire Ogo Contacts List from the device memory to your SIM card, for example, to make the contact information available on another device.

► To export contacts:

1 In the Contacts List, press  and select **Export to SIM** from the Options menu. A sub-menu is displayed.

2 To export the entire Contacts List, select **All Records** and press **Enter**.

OR

To export only the selected contact, select **This Record** and press **Enter**.

The Export Record(s) screen is displayed.

3 Select the checkboxes for the types of phone numbers to be exported.


Note: There may be a limit to the number of characters/fields that may be exported.

4 Select **Export** and press **Enter** to export the contact data. A pop-up message indicates the progress of the export process.

Importing Contacts

You can import contacts from your SIM card to your Ogo Contacts List.

► To import contacts:

1 In the Contacts List, press  and select **Import from SIM** from the Options menu. The Import Record(s) screen is displayed, advising you that both the device card and the SIM card may contain different numbers for the same contact fields.

2 To override the local entries, select **Yes** and press **Enter**.

OR

To manually resolve any potential conflicts, select **No** and press **Enter**.

The Copying screen is displayed while the records are copied.

Note: If you opt to manually resolve conflicts and conflicts are detected, you are prompted to override the local entry. (Select **Yes** or **No**, as required, and press **Enter**.)

Working with the Address Clipboard

The Address Clipboard makes it easy to add new contacts to your Ogo Contacts List or add new information to existing contacts based on the contact data available from the messages in your mailbox. You can also send a message or place a call directly from the clipboard, without adding a new contact.


Menu options vary according to type of entry selected in clipboard and may include a combination of the following:

- **Add to Contact:** Enables you to add a number or e-mail address to an existing contact.
- **Create New Contact:** Enables you to create a new contact. For details, see *Creating a Contact from the Clipboard* on page 63.
- **Compose:** Enables you to send an SMS or e-mail message using address on the clipboard, without adding a new contact. For details, see *Composing a Message* on page 41.
- **Call (SMS only):** Enables you to place an outgoing call to the specified number.
- **Open (URL only):** Enables you to browse to the specified URL.

Creating a Contact from the Clipboard

You can create a contact directly from within a message using the Address Clipboard.

► To create a new contact from the clipboard:

- 1 When viewing an Email or SMS message, or in the IM Chat screen, press  and select **Address Clipboard** from the Options menu. The Address Clipboard is displayed.
- 2 Select the entry in the displayed list and press **Enter**. A pop-up menu is displayed.
- 3 Select **Create New Contact** and press **Enter**. The Contact Profile screen is displayed.

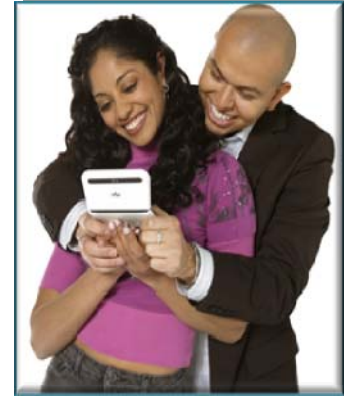
Note: If you select an e-mail address it is inserted automatically. If you select a phone number, you are prompted to select the type of number (Mobile Phone, Main Phone, Home Phone, Work Phone, Fax, or Pager).

- 4 Add to or edit the displayed contact details (**First Name**, **Last Name**, **Mobile Phone**, and **E-mail Address**) as required.
- 5 (Optional) Select **Alerticon** and press **Enter** to select an alerticon for the contact. (For details, see *Assigning an Alerticon to a Contact* on page 59.)

- 6 (Optional) To add an additional data field:
 - Select **Add** Field and press **Enter**. A menu of optional fields is displayed. Select the desired field name and press **Enter** to add it to the form.
 - Insert the relevant information in the new field.
- 7 Select **Save & Close** and press **Enter**. The new contact is saved.

Working with the Calendar

Ogo's Calendar enables you to manage your schedule on the go. View your appointments for today, this week or this month, and get reminders in advance.



► **To access the Calendar:**


- In the Home screen or Application menu, select  **Calendar** and press **Enter**. The Calendar is displayed.



Figure 22: Calendar

The Calendar includes three tabs:

- **Day/Summary:** Displays your schedule for a single day, or a summary view of the appointments scheduled for 3 days
- **Week:** Displays your schedule for a week, with a column for each day of the week.
- **Month:** Displays your schedule for a month, with a row for each week in the month.

Note: On all three tabs, time blocks for which appointments exist are marked in different colors, according to their “Show as” value – blue for “busy”, purple for “out of office”, lilac for “tentative” and green for “free”.

The following options are available from the Options menu in the Calendar:


- **New Appointment:** Enables you to add a new appointment. For details, see Adding an Appointment on page 66.

- **Open Appointment:** Opens the Appointment screen, enabling you to view and edit the appointment details. For details, see Opening/Editing an Appointment on page 67.
- **Delete Appointment:** Removes the appointment from your schedule. For details, see Deleting an Appointment on page 67.
- **Summary Mode:** Displays a list of the appointments in your calendar.
- **Day View:** Changes the view from Summary Mode to Day View.
- **Today:** Highlights the current day's schedule on the screen.
- **Clean-Up:** Enables you to delete old appointments from your calendar. For details, see Deleting Old Appointments on page 67.

Adding an Appointment

Adding appointments to your Ogo calendar makes it easier for you to keep track of your schedule.

► **To add an appointment:**


- 1 In the Calendar, press  and select **New Appointment** from the Options menu. The Appointment screen is displayed.
- 2 Insert the subject in the **Subject** field. (Inserting the **Location** field is optional.)
- 3 If you are scheduling an all-day appointment, select **All-day event** and press **Enter**.
- 4 If you are setting an appointment for part of a day, insert the times and dates in the **Start** and **End** fields.
- 5 Select **Show as** and press **Enter**. A drop-down list of available statuses is displayed. Select the status to be shown on your calendar and press **Enter**.
- 6 By default, a reminder will be displayed 15 minutes before this appointment. If you want to change this time or cancel the reminder, select **Reminder** and press **Enter**. A drop-down list is displayed. Select how far in advance you want to be reminded from the list of available values, or select **none** if you do not want to be reminded about this appointment.
- 7 (Optional) To set the priority of the appointment, select **Importance** and press **Enter**. Select the desired priority (Low, Normal or High) from the sub-menu. The default priority is Normal.
- 8 (Optional) Insert a note in the **Note** field.
- 9 Select **Save** and press **Enter** to add the appointment to your calendar.

Opening/Editing an Appointment

You can view and update the appointment details, for example, if the location or time has been changed.

► **To open/edit an appointment:**

- 1 In the **Day** tab of the Calendar, select the appointment and press **Enter**.

Notes: Alternatively, you can press  and select **Open Appointment** from the Options menu.

If more than one appointment is scheduled for the selected hour, you are prompted to select the appointment you want to open.

The Appointment screen is displayed.



- 2 Change the appointment details, as required. For details, see Adding an Appointment on page 66.
- 3 Select **Save** and press **Enter**. The appointment details are updated accordingly.

Deleting an Appointment

The meeting was cancelled. No problem. You can delete the appointment from your calendar.

► **To delete an appointment:**

- 1 In the **Day** tab of the Calendar, select the appointment you want to delete.

- 2 Press the  key, or press  and select **Delete Appointment** from the Options menu.

The Delete Appointment screen is displayed.

- 3 Select **Yes** to confirm the deletion and press **Enter**. The appointment is deleted from your schedule.

Note: If more than one appointment is scheduled for the selected hour, you are prompted to select the appointment you wish to delete.

Deleting Old Appointments

You can delete outdated appointments from your calendar.

► **To delete old appointments:**


- 1 In the Calendar, press  and select **Cleanup** from the Options menu. A sub-menu is displayed.

- 2 Select **Delete Old Appointments** to delete appointments according to scheduled dates. The Delete Old Appointments screen is displayed.
- 3 Press **Enter** and select the time frame to serve as the basis for deleting old appointments (older than 1 week, 2 weeks, and so on).
- 4 Select **OK** and press **Enter**. Appointments that predated the set time frame are deleted from the calendar.

Deleting All Appointments

You can delete all of your appointments from your calendar.

► To delete all appointments:

- 1 In the Calendar, press  and select **Cleanup** from the Options menu. A sub-menu is displayed.
- 2 Select **Delete All Appointments** to delete appointments according to their scheduled dates. The Delete Appointments screen is displayed.
- 3 Select **Yes** to confirm the deletion and press **Enter**. All appointments are deleted from your schedule.

Appointment Reminders

Appointment reminders are displayed before the time in which the appointment takes place, according to the value selected in the **Reminder** field when the appointment was created.

The Reminder screen displays the appointment's subject, location, and the time remaining before the appointment takes place. You are prompted to take one of the following actions:

- **Remind me in:** Enables you to set a time interval after which the Reminder will pop-up again.
- **Snooze:** The Reminder screen will pop-up again after the time interval defined in the **Remind me in** field.
- **Dismiss:** The Reminder screen is dismissed and does not re-appear.
- **Open:** Opens the Appointment screen.

Select the desired option and press **Enter** to continue.

Viewing the News

To stay in touch with your world, Ogo enables you to get RSS news feeds for up to the moment news, information and alerts about the subjects you care about most.

The Ogo News application provides a simple and intuitive interface for receiving updates from web sites featuring standard RSS feed. You can monitor several feeds concurrently.

Note: The News application may not be available on your specific version of the device.



► To access News:

- In the Home screen or Application menu, select **News** and press **Enter**. The News application is displayed.



Figure 23: News


Accessing News Feeds

The News application contains several tabs.


The **All** tab lists all of the available new items. Each of the additional tabs displays a single source of news (an RSS Feed). The number of unread news items on each tab appears in parenthesis after the tab name.

In each news items list, the color of the icon indicates the status of the item: a color-filled icon indicates an unread news item. A white icon indicates that the item has been read.

▶ **To refresh all the News Feeds:**

- In the **All** tab of the News application, press  and select **Refresh All Feeds** from the Options menu. After a few seconds, all news items lists begin updating.


▶ **To refresh one of the Feeds:**

- 1 Navigate to the tab holding the Feed of interest.
- 2 Press  and select **Refresh** from the Options menu. After a few seconds, the current news items list begins updating.


▶ **To view a news item:**

- 1 Select the news item and press **Enter**. The item is displayed, including the time, date and supplying feed.
- 2 Press **Back** to return to the list, and select another item of interest,
OR
Select **Next** or **Previous** button at the bottom of the screen and press **Enter**, to view the next/previous news item.

▶ **To view the full news item in the Web Browser:**

- 1 Select the news item in the News list.
- 2 Press  and select **Open in Browser** from the Options menu, and press **Enter**. The full news item is opened in the Web Browser


▶ **To mark an item as read/unread:**

- Select the news item, then press  and select **Mark as Unread/Mark as Read** from the Options menu. The status of the news item changes accordingly.

Adding a News Feed


Your device is preconfigured with a set of available feeds. You can add feeds up to a total of 10 feeds.

▶ **To add a custom news feed:**

- 1 In the **All** tab of the News application, press  and select **Add New Feed** from the Options menu. The Feed Selection screen is displayed, with the option "[Custom]" highlighted.
- 2 Select **Done** and press **Enter**. The Feed Settings screen is displayed.
- 3 In the **Feed Title** field, insert the name you wish to use for this feed.
- 4 In the **Feed URL** field, insert the feeds URL address.

- 5 In the **Polling Period** field, set the interval between checking for news updates. (It can also be set to Off, in which case news will be retrieved only when you select **Refresh** from the Options menu.)
- 6 If you want to get an alert banner each time news items are received, select **Breaking News** and press **Enter**.
- 7 Select **Done** and press **Enter**. A tab is added for the new feed and relevant news items are retrieved automatically.

▶ **To add a predefined news feed:**

- 1 In the **All** tab of the News application, press  and select **Add New Feed** from the Options menu. The Feed Selection screen is displayed, with the option "[Custom]" highlighted.
- 2 Press **Enter**. A list of available feeds is displayed.
- 3 Select the desired feed and press **Enter**.
- 4 Select **Done** and press **Enter**. A tab is added for the new feed and relevant news items are retrieved automatically.

Browsing the Web

With Ogo, you can browse the web from practically anywhere.

► **To open the Web Browser:**


- In the Home screen or Application menu, select  **Web Browser** and press **Enter**. The Web Browser is displayed. When the connection is established, your homepage appears.



Figure 24: Web Browser

While browsing the Internet, the following options are available from the Options menu:


1. **Go to URL:** Enables you to open a specific web page. For details, see Requesting a Specific URL on page 73.
2. **Navigate:** Displays a submenu of standard navigation options, including **Refresh**, **Forward**, **Backward**, **Stop**, and **Home page**.
3. **View:** Displays a submenu of standard viewing options, including **Zoom in**, **Zoom out**, **Reset zoom**, and **Thumbnail On/Off**.
4. **Add to Bookmarks:** Enables you to create bookmarks to selected web pages. For details, see Adding a Bookmark on page 73.
5. **Open:** Enables you to view your bookmarks and browsing history. For details, see Opening a Bookmark on page 74.

6. **Security:** Displays active session and session certificate information, when applicable.
7. **Properties:** Displays the properties of the current web page, including page title, address, and page size.

Requesting a Specific URL

If you know the URL of the webpage you would like to view, you can insert the URL and view it on your Ogo.

► To go to a specific URL:

- 1 In the Web Browser, press  and select **Go to URL** from the Options menu. The Open new page screen is displayed, including a history of previously typed URLs.
- 2 In the **http://** field, insert the URL of the page that you want to open and press **Enter**.

OR

If you have recently typed the URL, select it in the history list and press **Enter**.

Your Ogo Web Browser connects to and displays the requested URL.


Working with Bookmarks

Creating bookmarks makes it easier to return to the web pages that you need the most. And you can make it easier to find your bookmarks by organizing them into personal folders.

Adding a Bookmark

You can create a bookmark to any web page that you expect to visit frequently.

► To add a bookmark:

- 1 While viewing a page in the Web Browser, press  and select **Add to Bookmarks** from the Options menu. The Add to Bookmarks screen is displayed. The screen name and URL of the currently displayed page are inserted automatically.
- 2 (Optional) Insert/edit the bookmark title.

- 3 Select **OK** and press **Enter**. The Bookmarks screen is displayed, with the item **Add here** highlighted.

To save the bookmark in main directory, press **Enter**,


OR

To save the bookmark in an existing folder, select the folder and press **Enter**. **Add Here** is highlighted. Press **Enter** to add the bookmark.

Removing a Bookmark

You can remove bookmarks to web pages that are no longer of interest to you.


► To remove a bookmark:

- 1 In the Bookmarks screen, select the bookmark.
- 2 Press  and select **Delete** from the Options menu. The bookmark is deleted from your Bookmarks list.

Adding a Folder

For easier navigation, you can create folders for your bookmarks.


► To add a folder:

- 1 In the Bookmarks screen, press  and select **Create new folder** from the Options menu. The Enter folder name screen is displayed.
- 2 Insert the folder name.
- 3 Select **OK** and press **Enter**. The folder is added in the Bookmarks screen.

Opening a Bookmark

Selecting a bookmark is a fast and easy way of opening a webpage.


► To open a page using a bookmark:

- 1 In the Web Browser screen, press  and select **Open** from the Options menu. A sub-menu is displayed.
- 2 Select **Bookmarks** and press **Enter**. The Bookmarks screen is displayed.
- 3 Select a bookmark and press **Enter** to display the corresponding webpage.

Viewing Your Browsing History




You can view a list of the URLs recently opened on your Ogo.

► **To view the history:**

- 1 In the Web Browser, press  and select **Open** from the Options menu. A sub-menu is displayed.
- 2 Select **History** and press **Enter**. The History screen is displayed.

The sites accessed are sorted according to day, from the current day backward.

You can take the following actions from within the History screen:

- To view the sites accessed a specific day, select the day and press **Enter**.
- To sort the sites (by date, by site, by last visited, or by most visited), press  and select **Sort** from the Options menu.
- To view a list of pages accessed on a specific site, select the URL and press **Enter**.
- To display a specific page, select the page in the list and press **Enter**.
- To delete a selected site/page, press  and select **Delete** from the Options menu.
- To clear the entire history, press  and select **Delete all** from the Options menu.

Ogo Extras

The Ogo Extras provide access to any additional applications available on the device, such as Ogo Blocks, as well as to the contact details for technical support purposes.



► **To access Extras:**


- In the Home screen or Application menu, select  **Extras** and press **Enter**. The Extras screen is displayed.



Figure 25: Ogo Extras

The Extras screen includes two tabs:

- **Applications:** Lists any pre-installed applications available on the device.
- **Tech Support Info:** Lists the contact details for technical support purposes.

Playing Ogo Blocks

The Blocks game comes pre-installed on your Ogo. In this game, you rotate shapes as they fall so that they fit together to form a full horizontal row.

► **To play Ogo Blocks:**

- 1 In the **Application** tab of the Extras screen, select **Ogo Blocks** and press **Enter**.
- 2 Use the game control keys to control the movement of the falling blocks.

Table 12: Blocks Game Controls

Control Key	Functionality
A, Z (in a QWERTY keyboard) or Y (in a QWERTZ keyboard), inner left arrow key	Moves a piece to the left
L ", " inner right arrow	Moves a piece to the right
S, X, K, M, inner Up arrow key, outer up arrow key	Rotates a piece
Space, inner down arrow key, outer down arrow key	Drops the piece, or resumes a paused game
P, Space	Pauses or resumes an active game

Viewing Technical Support Information

The phone number and e-mail address of the technical support are listed in the **Tech Support Info** tab.

Device and Application Settings

You can configure various settings for your Ogo, including the default methods for handling calls, IM, and e-mail messages on the device.

Each of the tabs in the Settings screen includes the setting for one of the applications or a specific issue of the device behavior, as follows:

- **Phone:** Enables you to configure settings related to your Ogo phone functionality. For details, see [Configuring the Phone Settings](#) on page 79.
- **IM:** Enables you to configure your IM accounts settings. For details, see [Configuring the IM Settings](#) on page 82.
- **E-mail:** Enables you to configure e-mail related settings. For details, see [Configuring Your E-Mail Settings](#) on page 83.
- **Web Browser:** Enables you to configure the display of Internet content on your Ogo. For details, see [Configuring Your Web Browser Settings](#) on page 85.
- **Device:** Enables you to customize the look of your Ogo Home screen, and configure general device options such as backlight, banners and more. For details, see [Configuring the Device Settings](#) on page 86.
- **Calendar:** Enables you to configure the display and handling your Calendar. For details, see [Configuring the Calendar Settings](#) on page 88.
- **Sounds:** Enables you to configure the sounds made by your Ogo in various situations. For details, see [Configuring the Sound Setting](#) on page 90.
- **Time & Date:** Enables you to configure the time and date settings on your Ogo. For details, see [Configuring the Time and Date Settings](#) on page 91.
- **Network:** Enables you to view and configure your network settings. For details, see [Configuring the Network Settings](#) on page 92.
- **System:** Enables you to view your Ogo's system capacities and identifying characteristics. For details, see [Viewing Your System](#) on page 94.

► **To access Settings:**


- In the Home screen or Application menu, select  **Settings** and press **Enter**. The Settings screen is displayed.



Figure 26: Settings Screen

Configuring the Phone Settings

The settings configured in the **Phone** tab determine how your Ogo responds to various calling conditions.

► **To configure the Phone settings:**

- 1 In Settings, select the **Phone** tab.
- 2 Select and edit one or more of the Phone settings, as required. The Phone settings are described in Table 13.

Table 13: Phone Settings

Item	Description
<p>Call forwarding</p>	<p>The following call forwarding options may be configured to Enable or Disable:</p> <ul style="list-style-type: none"> • Forward all calls: Ogo re-routes all incoming calls to another pre-determined number. • Forward if busy: Ogo re-routes incoming calls to another pre-determined number if you are engaged in an active phone call. • Forward if not answered: Ogo re-routes an incoming call to another pre-determined number if you do not answer the call. • Forward if not reachable: Ogo re-routes an incoming call to another pre-determined number if the network cannot locate your Ogo to deliver the call. • Cancel all: Activate this option to disable all of the Forward options that have been enabled. <p>To access the settings, select Configure and press Enter to display the Call Forwarding screen. Select Configure for each of the Call forwarding options and set the options to Enable or Disable. (Press Query if you want to view the current setting). Select Done and press Enter.</p>
<p>Voice mailbox number</p>	<p>The phone number used to retrieve your voicemail. (This number is assigned by your cellular operator.)</p> <p>Select Edit and press Enter to display the Voice mail number screen. Insert the number, select Done and press Enter.</p>
<p>Own number setting</p>	<p>This setting defines whether the person you are calling can view your phone number on caller ID-equipped telephones:</p> <ul style="list-style-type: none"> • On: Your number is displayed. • Off: Your number is not displayed. • Set by Network: The option is set at the discretion of your cellular service carrier (usually On). <p>Press Enter and select your preference from the list.</p>

Item	Description
Call waiting	<p>When enabled, Ogo notifies you of an incoming call while a call is in progress, rather than delivering a busy signal to the new caller.</p> <p>To access the settings, select Configure and press Enter to display the Call waiting screen. Select Enable or Disable, and press Enter. Press Query to view the current setting.</p>
Incoming call alert	<p>The ways in which you are alerted to an incoming call, including the type of ringtone, its volume, and/or vibration.</p> <p>To access the settings, select Configure and press Enter to display the Incoming Call Alert screen.</p> <p>To set the ringtone, select Ringtone and press enter. Then select the desired ringtone from the list. Each ringtone in the list will play when highlighted for a few seconds.</p> <p>To set the volume, select Ringtone volume and adjust the volume by moving the indicator on the slider using the inner left and right arrow keys.</p> <p>To enable the vibrating alert, select Vibrating alert and press Enter. Pressing Enter when the option is already selected clears the checkbox, and disables the vibrating alert.</p> <p>Select Done and press Enter.</p>
Speed dial	<p>You can create shortcuts for dialing your most commonly needed numbers.</p> <p>To access these settings, select Configure and press Enter to display the Speed dial screen.</p> <p>Select a number for which you want to assign the speed dial option, and press Enter. The Contacts List appears, enabling you to select the telephone number to be assigned to the number you have chosen. (Repeat to assign additional speed dial numbers.)</p> <p>Select Close and press Enter.</p>

Configuring the IM Settings

Your IM account settings can be configured in the **IM** tab.

► **To configure your IM settings:**

- 1 In Settings, select the **IM** tab.
- 2 Select and edit one or more of the IM settings, as required. The IM settings are described in Table 14.

Table 14: IM Settings

Item	Description
<p>ICQ</p>	<p>Select Open and press Enter to view/edit the following ICQ settings: ICQ number, Password, Default presence, and the "Connect when powered on" option.</p> <p>Note: This item appears only after ICQ is configured.</p>
<p>Windows Live Messenger</p>	<p>Select Open and press Enter to view/edit the following Windows Live Messenger settings: e-mail address, password, default presence, and "Sign in when powered on" option.</p> <p>Note: This item appears only after Windows Live Messenger is configured.</p>
<p>When closed</p>	<p>The status of your IM presence when the cover is closed. Select When close and press Enter. Select the desired status (No change or Away) from the list and press Enter.</p>
<p>Add IM account</p>	<p>Enables you to add an IM account. If you have already set up your IM account(s), this option is disabled. Select Add and press Enter. The Instant Messaging Wizard is displayed. For details, see Using the Instant Messaging Wizard to Set Up Your Account on page 23.</p>
<p>Remove IM account</p>	<p>Removes an existing IM account. Select Remove and press Enter. The Account Summary screen is displayed. Clear the checkbox for the community to be removed and press Next.</p>

Configuring Your E-Mail Settings

Your e-mail account settings can be configured from the **E-mail** tab.

► **To configure your e-mail settings:**

- 1 In Settings, select the **E-mail** tab.
- 2 Select and edit one or more of the E-mail settings, as required. The E-mail settings are described in Table 15.

Table 15: E-mail Settings

Item	Description
Mailbox name	<p>The options for the displayed mailbox (for each configured e-mail address).</p> <p>Select Open and press Enter to display the Mailbox Settings screen (for each configured e-mail address). For details, see Table 16.</p>
Add e-mail account	<p>Enables you to add an e-mail account.</p> <p>Select Add and press Enter. The E-mail Wizard is displayed. For details, see Using the E-Mail Wizard to Set Up Your Account on page 36.</p>
Remove e-mail account	<p>Removes an existing e-mail account.</p> <p>Select Remove and press Enter. The Account Summary screen is displayed. Clear the checkbox for the e-mail account to be removed and press Next.</p>
Personal signature	<p>You can insert a personal signature at the end of your e-mail messages.</p> <p>Select Open and press Enter to display the Personal Signature screen.</p> <p>Select Edit and press Enter to insert/edit your personal signature. Select Save and press Enter.</p> <p>Select the New messages and/or Replied and forwarded checkboxes to determine to which messages your signature is attached.</p>
Reply with original	<p>Includes the original message when you reply to a message.</p>
Brand auto signature	<p>Inserts a branding message at the end of your e-mail message.</p>

Item	Description
Sent items to keep	The number of sent items to be kept in the Outgoing tab. Select Sent items to keep and press Enter . Select the desired number from the list and press Enter .

Table 16: Mailbox Settings

Item	Description
Mailbox name	The name used to identify the email account, which appears as the tab's title in the Messages application. Can be edited for most email accounts (except for Windows Live Messenger, where it is fixed).
E-mail address	Your e-mail address for the selected Mailbox.
User name	Your user name for the e-mail account.
Password	Your password for the e-mail account.
Display name	The name that appears in the From field of an e-mail account that you send from this account.
Server name	If you have a custom e-mail account set up, this is the server name for that account. (This field cannot be edited).
Configure server	Enables you to configure the server for a custom e-mail account. Select Open and press Enter to configure the server settings.
Check interval	The frequency at which Ogo checks for new e-mail messages. Press Enter and select the time interval from the list.

Configuring Your Web Browser Settings

The settings configured in the **Web Browser** tab determine how Internet content is displayed on your Ogo.

► **To configure your Web Browser settings:**

- 1 In Settings, select the **Web Browser** tab.
- 2 Edit one or more of the Web Browser settings, as required. The Web Browser settings are described in Table 17.

Table 17: Web Browser Settings

Item	Description
Full screen	Displays the Web browser in full screen mode.
Rendering mode	<p>Displays the mode for presenting content on the Ogo screen.</p> <p>Press Enter and select the rendering mode from the list:</p> <ul style="list-style-type: none"> • Standard: Displays the web page in its original form. Horizontal scrolling is available if needed. • Text wrap: Wraps the text content of the web page so that it is not broken. Horizontal scrolling is available if needed. • Screen optimized: Wraps the web page into a single screen width, so that the entire content can be viewed by vertical scrolling. • Text only: Hides any images.
Request mobile content	When this option is checked, the Ogo identifies as a mobile device when browsing, in order to obtain content optimized for a mobile device, from websites that support this.
Enable scripts	Enables the use of java scripts when browsing.
Show images	Enables the display of images when browsing.
Enable cookies	Enables the use of cookies when browsing.
Encoding	<p>Determines the type of encoding used.</p> <p>Press Enter and select the encoding type (Auto-Select, Latin-1; UTF-16, UCS-2, UTF-8, or Latin-2) from the list.</p>

Item	Description
Private data	<p>Enables you to clear the private data stored on the device (cache, cookies, and history).</p> <p>Select Configure and press Enter to display the Private data screen. For each of the items (Cache, Cookies and History), you can select Clear and press Enter to clear the saved data.</p>
Security warning	<p>When this option is checked, a security warning is displayed before navigating to a web site which is not secure.</p>

Configuring the Device Settings

The settings configured in the **Device** tab enable you to customize the look of your Ogo Home screen, and set the general device options, such as backlight, banners and more.

► **To configure your device settings:**

- 1 In Settings, select the **Device** tab.
- 2 Edit one or more of the device settings, as required. The Device settings are described in Table 18.

Table 18: Device Settings

Item	Description
Screen brightness	<p>The level of brightness of the Ogo screen display.</p> <p>Adjust the brightness by moving the indicator on the slider using the inner right/left arrow keys on the 8-way selection key. The screen brightness changes immediately as you move from one level to the next.</p>
Brightness period	<p>The time interval for which the screen brightness is maintained when no keys are pressed. The longer the brightness period, the more battery power consumed.</p> <p>Press Enter and select the desired period from the list.</p>
Language	<p>The language of the Ogo user interface.</p> <p>Press Enter and select the preferred language from the list.</p>
Home wallpaper	<p>The background image is displayed on your Ogo Home screen.</p> <p>Press Enter and select a wallpaper from the list.</p>

Item	Description
SIM PIN required	<p>For security purposes, enabling this option prompts you to enter a PIN when the device is powered on.</p> <p>WARNING! If you forget your SIM PIN, you have only three opportunities to correctly enter it. After three failed attempts, you are asked to enter your PUK code in order to reactivate your SIM. You must contact your carrier if you do not have the PUK code. You have only ten opportunities to correctly enter your PUK code. After ten failed attempts, your SIM card is irretrievably unusable.</p>
Change PIN code	<p>Changes your PIN code. Be sure to keep a record of your new code in a safe place.</p> <p>Select Change and press Enter to display the Change PIN code screen. Enter the old PIN code, set your new PIN code, and select Done.</p>
Banner settings	<p>Enables you to control whether or not banners appear when new messages are received and/or when IM contacts come online.</p> <p>Select Open and press Enter to display the Banner Settings screen. Select the events for which you want to receive banner notification (new IM or SMS, new e-mail, and/or IM contact comes online), and select Done.</p>
Reset device	<p>Resets your Ogo device to its original factory settings, permanently removing all personal and account information.</p> <p>Select Reset and press Enter. A confirmation message is displayed. Select OK and press Enter to reset the device. The device restarts after resetting.</p>
Confirm msg. delete	<p>When this option is checked, Ogo prompts you for confirmation each time you choose to delete a message.</p>
Prompt to add contacts	<p>Prompts you to add a contact when you send an e-mail or SMS message to an address/number that is not already in your Ogo Contacts List.</p>
Restore canceled pop-ups	<p>Restores all canceled pop-up messages.</p>

Item	Description
Check for software updates	When this option is selected, the Ogo checks for software updates each time it is powered on.
Bluetooth settings	<p>Enables you to configure the use of Bluetooth accessories with your Ogo.</p> <p>Note: The availability of this option depends on your Ogo model and cellular operator.</p> <p>Select Open and press Enter to display the Bluetooth settings screen.</p> <p>Configure the following parameters:</p> <ul style="list-style-type: none"> • Local device name: The designated Bluetooth name of the Ogo device. Other Bluetooth devices searching for this Ogo recognize it by this designation. • Change name: The setting used to change the Local device name. • My devices: The names of all of the Bluetooth devices that are paired with the Ogo device. • Search for devices: An option scans for available Bluetooth devices to connect to. Select Scan and press Enter; a pop-up message appears indicating that a search is in progress. • Temporary visibility: To protect itself from undesired contacts, the Ogo is normally "invisible" to random searches. When you wish to be found, the Ogo must be made "visible" to the airwaves. Select Enable and press Enter; a pop-up message appears informing you that your Ogo will be temporarily visible for 1 minute.

Configuring the Calendar Settings

The settings configured in the **Calendar** tab determine how your calendar is displayed and managed on your Ogo device.

► **To configure your Calendar settings:**

- 1 In Settings, select the **Calendar** tab.
- 2 Edit one or more of the calendar settings, as required. The calendar settings are described in Table 19.

Table 19: Calendar Settings

Item	Description
Default view	The default time tab view for your calendar (Day, Week, or Month). Press Enter and select the desired option from the list.
Default day view	The default view for the Day tab in the calendar (Detailed, Summary, or Last viewed). Press Enter and select the desired option from the list.
Default reminder	The default time (in minutes) in advance to be reminded of an upcoming appointment. Press Enter and select the desired option from the list.
Work week	The standard work week settings, including the starting and ending working hours and the first day of the week. Select Open and press Enter to display the Work week screen.
Default snooze period	The default time (in minutes) after which a repeat reminder is displayed. Press Enter and select the desired time interval from the list.
Delete items older than	The time interval used when selecting Delete Old Appointments from the Calendar. Press Enter and select the desired option from the list.
Delete confirmation	When this option is checked, a confirmation message is displayed before deleting an appointment from the calendar.
Tooltips in week view	When this option is checked, a tooltip with the appointment subject is displayed when an appointment is selected in week view.

Configuring the Sound Settings

The settings configured in the **Sounds** tab enable you to determine the sounds made by your Ogo in various situations.

► **To configure your sounds settings:**

- 1 In Settings, select the **Sounds** tab.
- 2 Edit one or more of the sound settings, as required. The Sounds settings are described in Table 20.

Table 20: Sounds Settings

Item	Description
Ringtones	<p>Enables you to set the volume of the ringtone played to indicate an incoming call.</p> <p>Adjust the volume by moving the indicator on the slider using the inner left and right arrow keys on the 8-way selection key. The ringtone is played after each change of the volume level, enabling you to hear the actual volume level being configured.</p>
System sounds	<p>Enables you to set the volume of the sounds played to indicate various system events.</p> <p>Adjust the volume by moving the indicator on the slider using the inner left and right arrow keys on the 8-way selection key. A beep is played after each change of the volume level, enabling you to hear the actual volume level being configured.</p>
Alerts	<p>Enables you to set the volume of the sounds played to indicate an alert (such as receiving a new message).</p> <p>Adjust the volume by moving the indicator on the slider using inner left and right arrow keys on the 8-way selection key. A beep sound is played after each change of the volume level, enabling you to hear the actual volume level being configured.</p>
Silent	<p>Silences all of the device sounds (ringtones, system sounds and alert).</p>
Vibration	<p>When this option is selected, the vibration alert is enabled. The vibration alert can be activated for an incoming call (depending on the option in Incoming Call Alert screen), and (if the Silent option is selected) for any event that displays a banner, when a contact comes online, or when a new message is received.</p>

Item	Description
Key tones	Turns on/off the sound made when Ogo keys are pressed.
Alerticon sounds	Turns on/off the sounds associated with alerticons.
Message events	Turns on/off the sounds made when messages are received.
Presence events	Turns on/off the sounds made when IM contacts become online.
System sounds	Turns on/off the sounds made when you power on/off, or open/close the cover.

Configuring the Time and Date Settings

When your Ogo is powered on, it automatically synchronizes with the current time from your carrier's network. If for some reason the network is not available, you can set the time and date manually using the settings on the **Time & Date** tab.

► **To view and configure your time and date settings:**

- 1 In Settings, select the **Time and Date** tab.
- 2 Edit one or more of the time and date settings, as required. The time and date settings are described in Table 21.

Table 21: Time and Date Settings

Item	Description
Device time	Displays the current time and date as currently set on your Ogo (cannot be edited).
Network time	Displays the current time and date on the network (cannot be edited).
Use network time	When this option is selected, the network time is used as the default time on your Ogo.

Item	Description
<p>Set Time & Date</p>	<p>Enables you to manually set the time and date.</p> <p>Select Open and press Enter to display the Set Time & Date screen. Select your time zone, select the Daylight saving option, insert the date and time, and then select Done.</p> <p>Note: Manually setting the time and date stops automatic updates.</p>
<p>Time format</p>	<p>Determines the format for displaying time on your Ogo (24H or AM/PM).</p> <p>Press Enter and select the desired time format from the list.</p>
<p>Date format</p>	<p>Determines the format for displaying dates on your Ogo (DD/MM/YY or MM/DD/YY).</p> <p>Press Enter and select the desired date format from the list.</p>

Configuring the Network Settings

The settings configured in the **Network** tab are typically used by your cellular operator for troubleshooting.

► **To view and configure your network settings:**

- 1 In Settings, select the **Network** tab.
- 2 Edit one or more of the network settings, as required. The network settings are described in Table 22.

Table 22: Network Settings

Item	Description
Active network	Displays the name of the active network (cannot be edited).
Network selection	<p>The mode for selecting the active network (Auto or Manual).</p> <p>To change this setting, press Enter, and select the required option from the list.</p> <p>If you select Auto, your Ogo device automatically selects the network for you.</p> <p>If you select Manual, your Ogo device scans for networks and prompts you to select an available network. Select the preferred network and press Enter. Your device is registered on that network.</p>
Scan for networks	Scans for available networks. This option is enabled only when selecting manual network selection.
Messaging center	Displays the phone number of the messaging center to be called to retrieve your SMS Messages. You can modify this number; see Edit SMSC number .
Edit SMSC number	<p>The number of the messaging center for SMS services.</p> <p>Select Edit and press Enter to display the Edit SMSC number screen. Insert/edit the number and select Done.</p>
GPRS configuration	<p>The GPRS settings, including APN, authentication, user and password.</p> <p>Select Edit and press Enter to display the GPRS configuration screen. Configure the settings and select Done.</p>
GPRS status	The status of your GPRS connection (Connected, Not connected, Connection denied, Paused, or Not available).
Data counters	<p>Enables you to view the cumulative volume of incoming and outgoing data. You can manually reset these counters.</p> <p>Select Open and press Enter to display the Data counters screen. To reset the counters, select Reset and press Enter.</p>

Viewing Your System Settings

The **System** tab displays the current capacities and identifying characteristics of your Ogo.

► **To view your system settings:**

- In Settings, select the **System** tab. The system settings are described in Table 23.

Table 23: System Settings

Item	Description
Contacts	The number of existing contact records; the number of contact records available for future use.
Software	The version number of the software on your Ogo (for example, v3.0_PRO (20121)).
IMSI	The unique identifier of the SIM card.
IMEI	The unique identifier of the device.
Battery	The battery level, as a percentage of total battery capacity.
Check for updates	Enables you to manually check for available software updates for your Ogo. Select Check and press Enter .



Important Safety Information

Certification Information (SAR)

This mobile device is in compliance with SAR for general public exposure limits specified in EN 50360 and Council Recommendation 199/519/EC and has been tested in accordance with the measurement methods and procedures specified in EN 50361.