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Chapter 1

Before using your O₂ Apollo

- 1.1 What's in the box?
- 1.2 Familiarizing yourself with your Apollo
- 1.3 Features
- 1.4 Key functions
- 1.5 Display information



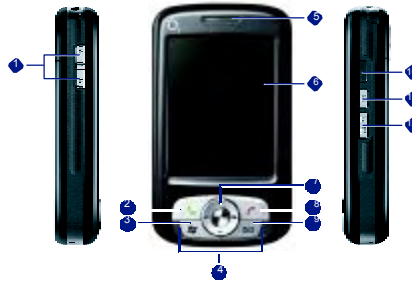
1. Before using your O₂ Apollo

1.1 What's in the box?

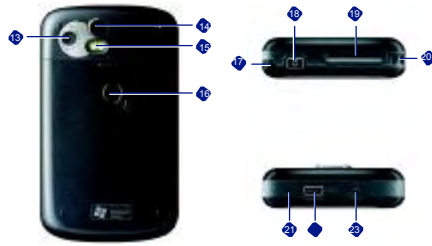
Thank you for selecting the O₂ Apollo. Please check if your package comes with the following items. If any of them is missing, please contact your retailer.



1.2 Familiarizing yourself with your Apollo



No.	Item	Description
1	Volume	Press up/down to increase/decrease the volume.
2	Talk/Send	Press to make or receive a call.
3	Windows Start menu	Press to bring up the Start menu.
4	Stereo speakers	Instead of using earphones, you can play sounds or music through the built-in stereo speakers.
5	Notification LEDs	Indicates charging, GSM/GPRS status, Bluetooth, WiFi and notification for other phone events (e.g. message arrival).
6	Touch screen	Use the stylus or other pointed objects to select items on the screen.
7	Navigation pad	Press to move up/down and right/left through any of the drop-down menus or program instructions; confirm your selection by pressing the center key (See 1.4 Keypad functions).
8	End	Press to end a call.
9	Messaging	Quick access key to Messaging service to send SMS, MMS and Email.
10	Infrared port	Enables you to exchange files or data with other devices without cables or wires.
11	Record	Press and hold to record a voice note. Press and release immediately to access Notes .
12	Camera	Press the button to launch Camera.












No.	Item	Description
13	Camera lens	The CMOS camera supports 2-Megapixel color.
14	Self-portrait mirror	The preview mirror for self-portrait.
15	Flash light	White LED strobe flash.
16	Battery cover	Push and slide out the battery cover to replace the Li-ion battery.
17	Stylus & stylus holder	The stylus slot holds your stylus when not in use.
18	Power	Press to turn your Apollo on/off.
19	Mini SD card slot	Insert Mini SD card here. This is an optional accessory. For more information, please see <i>2.10 Memory Expansion</i> .
20	Strap hole	For tying on a strap.
21	Soft reset	Press here with the stylus to soft reset your Apollo. For information about hard reset, please see <i>2.11 Resetting your Apollo</i> .
22	Mini-USB connector	Use this connector to synchronize information with your desktop PC, transmit data or recharge the battery.
23	Earphone plug	Plug in the stereo headset and listen to audio files or use the phone's handsfree kit.

1.3 Features

Like a standard cell phone, your Apollo supports basic dialing features. However, it also integrates Personal Digital Assistant (PDA) capability. The following section provides more information about the phone's features:

- Touchscreen: 2.7" TFT LCD display with 65536 colors effective. (Hardware support 262K colors).
- 5-way navigation key.
- Windows Start menu key and O₂ MediaPlus key.
- Stereo speaker (with receiver) & Omnidirectional mono microphone.
- Mini-USB connector for connection and battery charging.
- Camera: 2 Megapixels.
- Connections: IrDA, Bluetooth, and Wireless LAN.
- Microsoft Windows Mobile 5.0: Pocket MSN, Pocket Outlook, Pocket Explorer, and Office tools (Word, Excel, and PowerPoint). Also features Windows Media Player 10, Terminal Service Client, Pictures & Videos, calculator, games, ActiveSync, and File Explorer.
- O₂ programs: O₂ connect, O₂ SMS Plus, O₂ Plus, O₂ Phone Plus, O₂ AutoInstaller and O₂ MediaPlus.
- Other programs: FM Radio, Java, Equalizer DirectShow plug-in, AutoConfigurator, Setup Wizard, Self Diagnostics, GPRS Monitor, and ClearVue PDF viewer.

1.4 Key functions

Key	Description
	Scroll up or move the cursor up the screen.
	Scroll down or move the cursor down the screen.
	Move the cursor to the right.
	Move the cursor to the left.
	Select highlighted icon.
	Pick up calls and make new calls.
	Hang up calls or press and immediately release to return to the Today screen.
	Bring up the program list.
	Access Messaging Service.

1.5 Display information

The screen displays the following information:



Windows Start menu

Tap on the Windows Start menu on the top left of the screen to bring up a menu. To return to the **Today** screen at any time, Tap **Start > Today**.

Status & icon area

This area shows your current mode, such as **Phone** mode or **MSN Sign In** mode. The rest of the area displays notification icons such as time, signal strength, message arrival, etc.

Main Display

Depending on the current mode or program, this area shows the major features of the mode. On the **Today** screen, this area contains shortcuts to certain programs. To change the **Today** screen settings, tap **Start > Settings > Today**.

Command bar

Depending on the mode, this area contains different features such as input panel and commands to create or edit a file.

Pop-up menu

This feature allows you to quickly access an item. To access a pop-up menu, simply tap the icon on the screen and tap again to perform an action. To cancel it, tap other places on the screen.

Start menu area















Tap **Start** to bring up a list of menu options.










No.	Description
1	Quick access to a program.
2	Recently accessed programs.
3	Access program folder. Please refer to the following <i>Programs</i> table for a detailed program list.
4	Device settings. Please refer to the following <i>Settings</i> table for a detailed setting list.
5	Help information.

Programs

Your Apollo contains a list of programs, allowing you to get the most out of your phone.

Icons	Programs	Description
	Games	Provides games such as Bubblebreaker and Solitaire.
	ActiveSync	Synchronizes information between your Apollo and a PC.
	Auto Configurator	Configures your network operator setting.
	Calculator	Performs mathematical calculations.
	Camera	Takes photos and shoot video clips.
	ClearVue PDF	Supports viewing of PDF files.
	CodeWallet Pro 5	Holds your secret financial numbers/passwords (Option to install in O ₂ AutoInstaller).
	Download Agent	Manages your downloaded content for installation.
	Equalizer	Edits your sound profile to play back songs.
	Excel Mobile	Creates, views and edits Excel files.
	File Explorer	Views all the files on your Apollo.
	FM Radio	Enables you to listen to the radio.
	GPRS Monitor	Keeps track of your GPRS daily traffic.
	Java	Installs and run your Java applications.











Icons	Programs	Description
	Jeyo SMS Backup	Backs up and restores SMS messages (Option to install in O ₂ AutoInstaller).
	Modem Link	Links your Apollo to a modem.
	Notes	Creates notes, drawings, and recordings manually or by typing.
	O ₂ AutoInstaller	User can choose to install O ₂ selected programs.
	O ₂ Connect	Connect to the O ₂ website and downloads the latest software updates.
	O ₂ MediaPlus	Integrates Windows MediaPlayer with Radio and Pictures & Photos programs. An outstanding integrated interface for quick access.
	O ₂ Phone Plus	Features smart dialing and a block list (Option to install in O ₂ AutoInstaller).
	O ₂ SMS Plus	Besides SMS messaging services, also provides chat and vCard sending features.
	Photo Album	Views your photos and videos on your Apollo.
	Photo Editor	Edits your photos on your Apollo.
	Pictures & Videos	Views your images and videos.
	Pocket MSN	Access for MSN services.
	PowerPoint Mobile	Views PowerPoint files on your Apollo.
	Search	Searches for a program or file on your Apollo.
	Self Diagnostics	Runs diagnostics to test your system.

Icons	Programs	Description
	Setup Wizard	Sets up your personal information.
	SIM Contacts	Copies Contacts on your SIM card to your Apollo.
	Tasks	Keeps track of your appointments and creates meeting requests.
	Terminal Service	Allows you to connect to a defined terminal server.
	Voice Speed Dial	Records a voice speed dial.
	Word Mobile	Creates, views and edits Word files.
	WorldMate	Contains handy traveling information such as time zones, area codes, currency conversions and clothing sizes (Option to install in O ₂ AutoInstaller).













Settings menu

The Settings menu lists a range of different applications.











Personal

Icons	Settings	Description
	Buttons	Assigns an application program to a hardware button.
	Input	Sets up the input method option of your Apollo.
	Lock	Restricts access to your Apollo and prevents unauthorized use.
	Menus	Customizes the Start menu list.
	MSN Options	Provides complete MSN settings such as passwords, Hotmail account, and Messenger.
	Owner Information	Displays and sets your personal information.
	Phone	Configures your Apollo settings.
	Sounds & Notifications	Customizes the notification type, event and volume.
	Today	Arranges the appearance and items displayed on the Today screen.
	Voice Speed Dial	Manages voice tags for contacts or applications.

System

Icons	Settings	Description
	About	Shows important information relating to your Apollo.
	Backlight	Configures the backlight settings and adjusts the brightness level to save power.
	Certificates	Information about the certificate issuer and expiration date.
	Clock & Alarms	Sets the time and alarm.
	Error Reporting	Reports your system errors to the Microsoft help center.
	GPS	Configures GPS settings.
	Memory	Displays the memory allocation status and the programs currently running.
	Power	Displays battery status and settings.
	Regional Settings	Customizes formats and settings for the region you use.
	Remove Programs	Removes programs from your Apollo.
	Screen	Sets orientation of your screen and recalibrates for alignment.
	System Info	Displays your system information.

Connections

Icons	Settings	Description
	Band Switch	Selects a different frequency band. The changing of band selection from Automatic to any other value may affect the ability of your handset to operate at its optimal level and incorrect band selection may result in reception failure.
	Beam	Sets your Apollo to receive or disables IrDA signals.
	Bluetooth	Sets up Bluetooth connection.
	Cell Broadcast Setting	Receives broadcast channel information and news from your service provider (please check with your service provider for this service).
	Connections	Configures connection settings.
	CSD Line Type	Sets up CSD line type and connection element.
	GPRS Setting	Selects the GPRS authentication method.
	Network Cards	Configures the network adapters.
	Wi-Fi Utility	Connects with other devices via Wireless LAN.
	Wireless Manager	Activates phone, GPRS, Bluetooth and Wireless LAN.

Status and icons area
















This area indicates the application or menu you are using:



When you go from the **Today** screen to the **Calendar** screen, the area changes from **Start** to **Calendar**.

The icon display is on the top right of the **Today** screen. Please refer to the following table for some of the more frequently encountered icons. Alternatively, tap the icon with your stylus and its definition will be displayed; this will also enable you to change settings.

Type	Icons	Description
Battery		Battery full Low battery Battery alert Battery charging
Calls		Call forward Call on hold Data call Missed call Voice call
		Wi-Fi network in range

Type	Icons	Description
Connection	   	GPRS/EDGE in range GPRS/EDGE connected Wi-Fi on Radio connected / Radio off
Signal Strength	  	Strong signal No signal Roaming
Message	  	New SMS message(s) New voice mail(s) New instant message(s)
Volume	    	System volume Phone volume Ringer on Ringer off Vibrate on

! **Please note**
Your Apollo is designed to notify in a number of ways including an alert tone, vibration, an icon on the screen or a flash of light. To choose reminder types and sounds for your Apollo, tap **Start > Settings > Personal > Sounds & Notifications**.

Main Display

The main body of the **Today** screen displays the following items for quick access and convenient viewing:



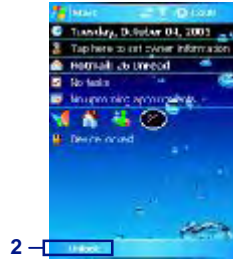
No.	Function	Description
1	Wireless Manager	Tap to control wireless connections.
2	Divert Profile	Displays date and time. Tap the phone icon to set divert profile.
3	Last Call	Displays information of last call.
4	Sound Profile	Tap to change sound profile.
5	Meters	View battery and storage status.
6	Shortcuts	Tap on the icon to launch applications or tap and hold an icon to change the application shortcut.

To lock/unlock your Apollo:

1. Tap **Device Unlocked** to lock the phone; the screen will now display **Device locked**.



2. Tap **Unlock** on the command bar to unlock the phone and tap the **Unlock** button on the screen again to confirm. Now the screen indicates **Device unlocked**.



Chapter 2

Getting started

- 2.1 Inserting the battery & SIM card
- 2.2 SIM card
- 2.3 Battery
- 2.4 Switching the device on or off
- 2.5 Screen tapping & calibration
- 2.6 Screen Orientation
- 2.7 Entering information
- 2.8 Recording a message
- 2.9 Data backup
- 2.10 Memory expansion
- 2.11 Resetting your Apollo
- 2.12 Power management



2. Getting started

Before start using your Apollo, you need a fully charged battery and a valid SIM card.

2.1 Inserting the battery & SIM card

1. Look at the back of your Apollo. Gently press down and slide out the rear cover in the direction shown below.



2. Hook and lift the battery upward, as shown below, in order to remove it.



3. Unlock the SIM card holder by pushing it to the right and lifting it up. Insert the SIM card with the metallic part facing down and the clipped corner in the right direction.



4. Gently press down the SIM card holder and lock it by pushing to the left. Make sure the holder does not bounce back upwards.



5. Insert the battery and rear cover back accordingly by reversing Steps 2 and 1.



2.2 SIM card

Before using your Apollo, you must contact a network operator to get a personal SIM (Subscriber Identity Module).

The SIM card contains your Apollo number, the services included in your subscription, and your personal data such as your phonebook and messages. The phone is unusable (except for emergency calls) until a valid SIM card is inserted. Your Apollo will display a warning message if the SIM card is not inserted properly.



Please note

If the phone or the SIM card is lost or stolen, you should contact your network operator immediately in order to prevent unauthorized use.

Copy SIM contacts to phone memory

To copy your SIM contacts to your Apollo, tap **Start** > **Programs** > **SIM contacts** > **Copy Now** button.

2.3 Battery

Your Apollo contains a removable and rechargeable Li-ion polymer battery. Battery life will depend on actual usage, network coverage and whether the device is on standby mode.

Battery life estimates:

- Talk-time: 5.5 hrs.
- Standby: 150 hrs (approximate).

The above timings are based on the assumption that the user only uses one function at a time. Battery life may also vary depending on how frequently the user switches between functions. For battery safety, please refer to *Chapter 13 The important safety bit at the Back*.



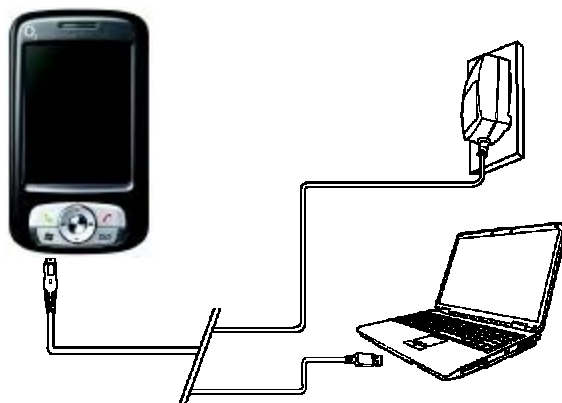
Please note

Using any battery pack or AC adapter (charger) not specified/endorsed by O₂ on this phone may be dangerous and may invalidate any warranty and approval given to the phone. Unplug the charger from the power supply when it is not in use.

Charging the battery

A new battery must be fully charged (for 8 hours) before being used for the first time. You may charge the battery in the following ways:

- AC Adapter: Connect the battery charger to a suitable main power socket and the charger plug into the connector of your Apollo. Note the orientation when plugged in.
- USB Cable: Connect your Apollo to your PC's USB port with the USB cable supplied in your package as shown below.







! Please note

- When charging, make sure that the phone has its battery inserted. Place the battery's metallic end towards phone's metallic part. Please refer to 2.1 *Inserting the Battery* & 2.2 *SIM card* on inserting the battery correctly.
- During charging, the LED lights up amber. When charging is completed, the amber light goes off.

Checking the battery

The battery indicator displays the charge level of the battery. Check the icon at the top right corner of the **Today** screen.

-  Full battery power
-  Low battery power
-  Battery empty
-  Battery charging

Low battery indication

When the battery voltage falls below the working level, a warning message appears on the screen and a warning tone sounds to alert you, if you activate the warning sounds for system events (Please see *Chapter 11. Settings*). Save the data you are working on at the moment, perform synchronization with your PC, and turn off your Apollo. (For more details about data safety, please see *2.9 Data Backup*).

2.4 Switching the device on or off

- Press the Power button on the top of the phone to switch on your device. When you switch on the device for the first time, your device will power up and automatically begin the initiation/calibration process. See *2.5 Screen tapping & calibration* for further details.
- To switch off your device, press the Power button again.

! Please note
Switching off your device will suspend the screen display and the device will enter sleep mode to save battery power. When your device is in sleep mode, press the Power button to wake up the device; the device will then display the **Today** screen.

2.5 Screen tapping & calibration

When you first start up your Apollo, you will be asked to calibrate the screen by tapping the center of a cross with your stylus as it moves around the screen. This process ensures that, when you tap the screen with your stylus, the tapped item is activated.

Re-calibrate the screen

If your Apollo does not respond accurately to screen taps, you will need to recalibrate it:

1. Tap **Start > Settings > System** tab > **Screen**.
2. Tap the **Align Screen** button on the **General** tab to recalibrate the screen as described above.

! Please note
When aligning the touchscreen, tap the target firmly and accurately.

2.6 Screen Orientation

To switch the orientation of your touchscreen between Portrait and Landscape modes:



Landscape mode

1. Tap **Start** > **Settings** > **System** tab > **Screen**.
2. On the **General** tab, select the **Orientation** by tapping **Portrait**, **Landscape (right-handed)**, and **Landscape (left-handed)**.

The **Portrait** mode allows you to get a better view or a better operation of certain programs on your Apollo, while **Landscape** may be optimal for viewing longer text files.

2.7 Entering information

You can enter information on your Apollo in the following ways:

- **Synchronizing**: Using **ActiveSync**, exchange information between your PC and device. (For more information, see *Chapter 3 Synchronization*).
- **Typing**: Using the input panel or the keyboard, enter typed text into the device. You can do this by tapping keys on the screen soft keyboard, by pressing the keyboard, or by using the handwriting recognition software.
- **Writing**: Using the stylus, write directly on the screen.
- **Drawing**: Using the stylus, draw directly on the screen.
- **Recording**: Create a standalone recording or embed a recording into a document or note.

Block Recognizer

With the **Block Recognizer**, you can input character strokes (using the stylus) similar to those used on other devices.

1. Tap the arrow next to the keyboard, and then **Block Recognizer**.
2. Write a letter in the box. When you write a letter, it is converted to typed text on the screen. For specific instructions on using the Block Recognizer, tap the question mark next to the writing area.

Keyboard

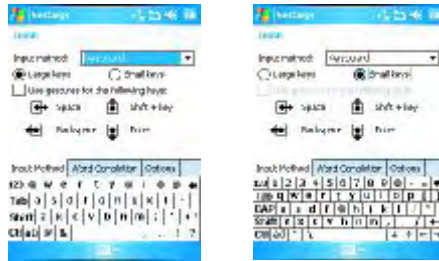
To show or hide the input panel, tap the input panel button. To see your choices, tap the arrow next to the input panel button. Tap the arrow next to the **Input Panel** button, and then **Keyboard**.

1. To type lowercase letters, tap the keys with the stylus. To type a single capital letter or symbol, tap the **Shift** key. To tap multiple capital letters or symbols, tap the **CAP** key. You can also tap and hold the stylus on the key and drag up to type a single capital letter.
2. To add a space, in addition to tapping the space bar, you can tap and hold any key and drag the stylus to the right. To backspace one character, instead of tapping the backspace key, you can tap and hold any key and drag the stylus to the left across at least two other characters.
3. To insert a carriage return, tap and hold the stylus anywhere on the keyboard and drag down. When you use the input panel, your Apollo anticipates the word you are typing or writing and displays it above the input panel. When you tap the displayed word, it is automatically inserted into your text at the insertion point. The more you use your Apollo, the more words it learns to anticipate.



Please note

To change the keyboard size displayed on the screen, tap the arrow beside the keyboard icon and select **Options**. Under the **Input** screen, you may select either **Large keys** or **Small keys** by tapping on its radio button.



4. To change word suggestion options, such as number of words suggested at one time, tap **Start > Settings > the Personal tab > Input > the Word Completion tab**. Alternatively, tap the input panel icon, then **Options...** > the **Word Completion tab**.

Letter Recognizer

With the **Letter Recognizer**, you can write letters using the stylus just as you would on paper.

1. Tap the arrow next to the input panel button, and then **Letter Recognizer**.
2. Write a letter in the box.

When you write a letter, it is converted to typed text on the screen. For specific instructions on using **Letter Recognizer**, with **Letter Recognizer** open, tap the question mark next to the writing area.

Transcriber


Transcriber allows you to write anywhere on the screen using the stylus, just as you would write on paper. Unlike **Letter Recognizer** and **Block Recognizer**, you can write a sentence or more than one sentence. Pause and let **Transcriber** change the written characters to typed characters.

1. Tap the arrow next to the input panel button, and then **Transcriber**.
2. Write anywhere on the screen.
For specific instructions on using **Transcriber**, with **Transcriber** open, tap the question mark in the lower right-hand corner of the screen.

To punctuate in Transcriber:

1. Tap the keyboard button on the tool bar.
2. Tap the desired punctuation.
3. Tap the keyboard button again to hide the keyboard.

To learn writing in Transcriber:

1. Tap  on the tool bar.
2. A Letter Shapes Selector screen will appear:
 - At the bottom of the screen, select the character you wish to explore.
 - At the top of the screen, tap the picture of this character. It will slowly redraw, showing the writing sequence.
 - Select how often you write the character using that method. When you finish selecting all the letters, you can save these as a profile by tapping **File > Save**, and enter a name for the profile.

Using Profiles

Letter Shape Selector supports two profiles: **Master** or **Guest**:

- **Master** is typically used by the primary user. This profile is unaffected by any **Guest** user settings.
- **Guest** is for temporary device usage by another person.

Writing on the screen

In any program that accepts writing, such as **Notes**, and in the **Notes** tab in **Calendar**, **Contacts**, and **Tasks**, you can use your stylus to write directly on the screen. Write as you would on paper. You can edit and format what you have written and convert information into typed text at a later time.

Tap the pen button to switch to writing mode. This action displays lines on the screen to help you write. Some programs that accept writing may not have the pen button. See the manual for each particular program to find out how to switch to writing mode.



Please note

T9 is the entry mode. When you enter a word, it tries to automatically match the letters you have selected with the most likely completed word.

Tips for good recognition:

1. Write clearly.
2. Write on the lines and draw descenders below the line. Write the cross of the “t” and apostrophes below the top line so that they are not confused with the word above. Write periods and commas above the bottom line.
3. For better recognition, use a zoom level of 150% or higher by tapping input panel icon > **Options...** > **Options** tab to change the zoom level.

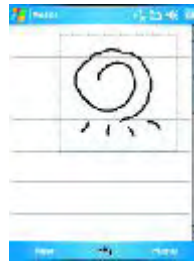
4. Write the letters of a word closely and leave big gaps between words so that the device can easily tell where words begin and end.
5. Hyphenated words, foreign words that use special characters such as accents, and some punctuation cannot be converted. If you edit or add to a word after attempting to recognize it, the new writing will not be included if you attempt to recognize it again.

Drawing on the screen

You can draw on the screen in the same way that you write on the screen. The difference between writing and drawing on the screen is how you select items and how they can be edited. For example, selected drawings can be resized, while writing cannot.

To create a drawing:

Cross three ruled lines on your first stroke. A drawing box appears. Subsequent strokes in or touching the drawing box become part of the drawing. Drawings that do not cross three ruled lines will be treated as writing.



To select a drawing:

If you want to edit or format a drawing, you must select it first.

1. Tap and hold the stylus on the drawing until the selection handle appears. To select multiple drawings, deselect the pen button and drag to select drawings you want.
2. You can cut, copy, and paste selected drawings by tapping and holding the selected drawing and tapping an editing command on the pop-up menu, or by tapping the command on the Edit menu. To resize a drawing, make sure the Pen button is not selected, and drag a selection handle. To change the zoom level so it is easier to work or view your drawing, tap Tools and select a zoom level.



2.8 Recording a message

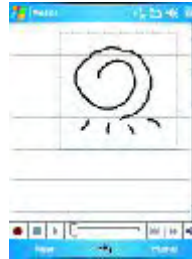
In any program where you can write or draw on the screen, you can also quickly capture thoughts, reminders, and phone numbers by recording a message. In **Calendar**, **Tasks**, and **Contacts**, you can include a recording in the **Notes** tab.

In the **Notes** program, you can either create a standalone recording, or include a recording in a written note. If you want to include the recording in a note, open the note first.

In the Messaging program, you can also add a recording to an E-mail message.

To create a recording:

1. To add a recording to a note, open the note before recording. Tap **Start > Programs > Notes**.
2. If there is no Record/Playback toolbar, tap **Menu > View Recording Toolbar**.
3. Hold your device's microphone near your mouth or another sound source.
4. To start recording, tap .
5. To stop recording, tap . The new recording appears in the note list or as an embedded icon.
6. To play a recording, tap in the open note or tap the recording in the note list.



You can also access the Record/Playback toolbar by pressing the Record button, which is the first button from the top on the right side of your Apollo.

To quickly create a recording, hold down the Record button. When you hear the beep, recording has begun. Release the button when you are finished.

The new recording is stored in the open note, or as a standalone recording, if no note is opened.

2.9 Data backup

Your Apollo supports 192MB ROM capacity; however, you may need to backup data and any new programs that you install in the ROM to guard against data loss. To back up your Contact, Calendar, etc., please connect your PC with the Apollo; ActiveSync will start automatically.

2.10 Memory expansion

To expand your Apollo's memory, please insert a Mini SD card into the card slot on the top of the phone. Make sure the card is inserted correctly.



Please note

Your Apollo does not come with a Mini SD card supplied. This is an optional accessory. Please contact your supplier for further details.

2.11 Resetting your Apollo

Your Apollo can be reset in the following two ways: a **soft reset** or a **hard reset**. Executing **soft reset** allows you to reboot your Apollo; only some data in opened programs may be lost. Your Apollo returns to the same status as the last time you used it. However, a **hard reset** turns the battery off, returns the device to its default settings, and deletes all programs, files, contacts and other information you have saved to the device. It is therefore extremely important to back up data to a storage card or your computer on a regular basis in case a **hard reset** has to be performed.

To perform a soft reset

If your Apollo responds slowly, stops responding, or freezes, you can soft reset it. A soft reset causes the Apollo to restart and adjust memory allocation. Unsaved data in any opened applications may be lost. Use the stylus to press and hold the Reset button, as shown below.



A hard reset clears memory, deletes all data (such as owner information under **Setup Wizard** and **AutoConfigurator**) and restores the Apollo to its default settings. The action will erase all data that you have created and programs you have installed, but will keep all the preinstalled programs that were in the phone when your Apollo was first delivered to you. Press and hold the power button, and then use the stylus to press the soft reset button at the same time. Be sure you have backed up all your data in a Mini SD card or on your PC before performing a hard reset.



2.12 Power management

To reduce the power consumption of your Apollo, you may change the backlight duration and brightness level. Also, you can save more power by setting the phone to turn off automatically if not in use for a specific period of time.

To check battery power level:

Tap **Start** > **Settings** > **System** tab > **Power** > **Battery** tab. A bar indicates the remaining battery power level.

To turn off the device automatically:

Tap **Start** > **Settings** > **System** tab > **Power** > **Advanced** and select the duration before your Apollo turns off by itself. This feature controls the screen standby time.

To reduce the brightness level:

Tap **Start** > **Settings** > **System** tab > **Backlight** > **Brightness** tab and adjust the brightness level from 1 to 10 (darkest to brightest).

To adjust the backlight duration:

Tap **Start** > **Settings** > **System** tab > **Backlight** > **Battery Power** or **AC Power** tab to select backlight duration and condition for backlight on/off under either battery or AC power supply.

Chapter 3

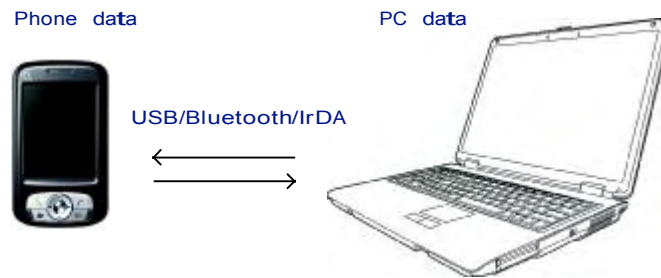
Synchronization

- 3.1 About synchronization
- 3.2 Installing ActiveSync
- 3.3 Choosing your connection
- 3.4 Synchronizing information
- 3.5 ActiveSync Errors



3. Synchronization

3.1 About synchronization

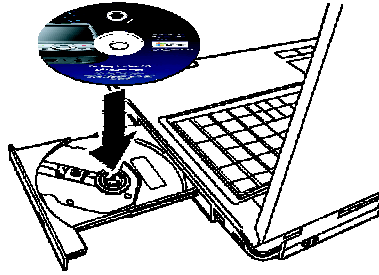


With **ActiveSync** on both your PC and mobile device, you can synchronize information between a PC or Microsoft® Exchange Server and your Apollo. First, you must install **ActiveSync 4.1** on the PC. Then you can:

- Synchronize information so that you have the latest information in all locations.
- Change synchronization settings and schedule.
- Copy files between your Apollo and a PC.
 - Add and remove programs on your Apollo.

Once you install **ActiveSync 4.1** on your PC, you will be prompted to connect your device and create a synchronization relationship with the device by cable, Bluetooth, or infrared connection. While you are setting up this relationship you can choose the information you want to synchronize with either your PC or with Microsoft® Exchange Server. After the synchronization is created, you can also connect your device to Microsoft® Exchange Server by using a modem or a network (Ethernet) card.

3.2 Installing ActiveSync



Before you start synchronizing information with your PC, install **ActiveSync 4.1** on your PC from the **Apollo Companion CD** included in your package. ActiveSync is preinstalled in your phone and ready for use when delivered.



Please note

To install ActiveSync 4.1 in your PC, please follow the instructions given on the Companion CD.

Once your PC installs ActiveSync, you will be asked to build a partnership with your Apollo using one of the following connection methods:

- USB cable
- Infrared
- Bluetooth

3.3 Choosing your connection

USB cable

1. Your Apollo is designed to connect with other devices via Mini-USB. This is a common cable, and the baud and/or cable type is set automatically. You can manually change the connection settings as described below. The next time you connect your device to the PC, this new setting will be used. Tap **Start > Programs > ActiveSync**.
2. Tap the **Menu** tab > **Connections**.
3. Select **USB** in the drop-down menu and activate **Synchronize all PCs using this connection** feature.

Infrared connection

Your phone is designed to receive and exchange information and files with other mobile devices via infrared wireless communication. If you want to use an IR connection, make sure your PC is IrDA compliant; that is, your PC must have an IR port. The types of data you can send or receive include graphics, images, sound clips, videos, calendar and notes.

To turn on the infrared connection:

Tap **Start > Settings > the Connections tab > Beam** and confirm to receive all incoming beams. To prevent interference please make sure there is no obstacle between the devices.

Once you activate the feature to receive all incoming beams, your phone detects all incoming infrared (IR) beams and prompts your phone to accept them. If you do not wish your phone to detect or receive beams, uncheck the **Receive all incoming beams**.

Warning

Do not expose your eyes directly to the IR infrared beam or allow it to interfere with other IR devices.

To synchronize via IR connection:

1. To receive infrared beams, follow the instructions in ActiveSync Help on the PC to set up your PC.
2. Line up the infrared (IR) ports of your Apollo and your PC, at close range, without obstructions.
3. On the device, tap **Start > Programs > ActiveSync**.
4. Tap the **Menu** tab > **Connect via IR**.
5. Tap **Sync**.

Bluetooth connection

Your Apollo is designed with Bluetooth wireless connectivity technology, which allows your phone to connect to a Bluetooth-compatible device within 10 meters. For best results, it is suggested that you connect the device to the PC using USB to establish a synchronization relationship before connecting via Bluetooth.

To synchronize via Bluetooth connection:

1. Follow the instructions in **ActiveSync Help** on the PC for configuring **Bluetooth** on your PC to support **ActiveSync**.
2. On the Apollo, tap **Start > Programs > ActiveSync**.
3. Tap the **Menu** tab > **Connect via Bluetooth**. Make sure that the device and the computer are close to each other.
4. Tap **Sync**.
5. When you have finished, tap the **Menu** tab > **Disconnect Bluetooth**.
6. To preserve battery power, turn off the Bluetooth.



Please note

If this is the first time that you have connected to this PC via Bluetooth, you must first activate the Bluetooth wizard on the Apollo and set up a Bluetooth partnership with the PC: Tap **Start > Settings > Connections > Bluetooth**. For more details, please refer to *Chapter 4. Getting Connected*.

3.4

Synchronizing information

Once you've established the partnership between your Apollo and the other mobile device, you can start synchronization. The information you can synchronize includes **Outlook E-mail**, **Calendar**, **Contacts**, **Tasks** and **Notes**. To select a specific data source, tap **Start > Programs > ActiveSync > the Menu** tab > **Options**. Open the ActiveSync application on your PC, and turn the synchronization for specific information types on or off as needed.



Information for
synchronization

Status of
synchronization

Outlook E-mail

After you have selected **Inbox** for synchronization in **ActiveSync**, **Microsoft® Outlook E-mail** messages are synchronized as part of the general synchronization process. During synchronization:

- Messages are updated from the **Inbox** folder on your PC or the **Microsoft® Exchange** server to the **Inbox** folder of the **Outlook** E-mail account on your device. You can only synchronize information directly with **Microsoft® Exchange Server** if you are running **Microsoft® Outlook® 2002** or later. By default, you'll receive messages from the last three days only, the first 100 lines of each new message, and file attachments of less than 100KB.
- Messages in the **Outbox** folder on your device are transferred to **Exchange** or **Outlook** and sent from those programs.
- The messages on the two computers are linked. When you delete a message on your **Apollo**, it is deleted from your PC the next time you synchronize.
- Messages in subfolders in other E-mail folders in **Outlook** are synchronized only if they have been selected for synchronization in **ActiveSync**. For information on initiating **Outlook** E-mail synchronization or changing synchronization settings, see **ActiveSync Help** on the PC or **Connections Help**.



Please note

Text messages (SMS) and Multimedia messages (MMS) are not received through synchronization. Instead, they are sent to your device via your network operator.

Calendar

- You can synchronize calendar items on your **Apollo** with calendar items on your PC or **Microsoft® Exchange Server**. You can only synchronize information directly with an **Microsoft® Exchange Server** if you are running **Microsoft® Outlook® 2002** or later. Calendar synchronization is automatically selected in **ActiveSync**.
- Calendar items entered on one computer are copied to others during synchronization. Handwritten notes and drawings are saved as metafiles (pictures).

Contacts

- Contacts stored on your **Apollo** can be synchronized with **Outlook** contacts stored on your PC or with **Microsoft® Outlook® 2002** or later.
- New items entered in one location are copied to the other during synchronization. Handwritten notes and drawings are saved as pictures when synchronizing with your PC, but removed when synchronizing with a server. For more information on synchronization, see **ActiveSync Help** on the PC.

Tasks

- **Tasks** stored on your device can be synchronized with **Outlook** on your PC. Task synchronization is automatically selected in **ActiveSync**.
- New items entered on one computer are copied to your phone during synchronization. Handwritten notes and drawings are saved as metafiles (pictures). For more information on synchronization, see **ActiveSync Help** on the PC.

Notes

Notes can be synchronized between your PC and Apollo either through note or file synchronization. **Notes** synchronization synchronizes the notes on your Apollo with **Outlook Notes** on your PC. File synchronization synchronizes all notes on your Apollo with the **My Documents** folder on your PC.

To synchronize your notes through notes synchronization, first select the **Notes** information type for synchronization in **ActiveSync**. The next time you synchronize, all notes in **My Documents** and its subfolder, in your device, will appear in **Outlook Notes** on your PC. **Notes** that contain only text will appear as regular notes in **Outlook** on your PC, while notes containing written text or drawings will appear in the device format. In addition, all notes in the **Notes** group in **Outlook** on the PC will appear in **Notes** on the device.

To synchronize your notes as files, in **ActiveSync**, select the **Files** information type for synchronization and clear the **Notes** information type. When you select **Files**, the **My Documents** folder is created on your PC's desktop. All .pwi files placed in the **My Documents** folder on your device and all .doc files placed in the **My Documents** folder on your PC will be synchronized. Password-protected files cannot be synchronized. **ActiveSync** converts documents during synchronization. For more information on synchronization or file conversion, see **ActiveSync Help** on the PC.



Please note

When you delete or change an item on either your PC or device, the item is changed or deleted in the other location the next time you synchronize. If you synchronize notes using file synchronization and later decide to use notes synchronization, all of your notes will be synchronized with **Outlook** on your PC and will no longer be stored in the **My Documents** folder.

3.5 ActiveSync Errors

Whenever **ActiveSync** cannot successfully synchronize your information, it displays an error on your Apollo and your PC.

Viewing error information

Press the **Action** button when error text is displayed. **ActiveSync** will then display more information about that error.

Some types of errors can interfere with automatic synchronization. If you suspect that a scheduled automatic synchronization has not occurred, you should attempt to manually synchronize your information. Successfully completing manual synchronization will reset automatic synchronization. For more information, see the **Synchronizing Information** section of **ActiveSync Help** on your PC.



Please note

Most firewall applications are intended to block network traffic and secure the PC from incoming network connections. Since ActiveSync uses TCP ports for data transfer with Devices, to avoid this potential experience, you will need to manually allow this traffic to be unblocked by Firewall applications for the Device using ActiveSync. You will need to add ActiveSync application processes into the Firewall Programs Exception List.

Chapter 4

Getting connected

- 4.1 Making a connection
- 4.2 Connecting to the Internet



4. Getting connected

Your Apollo has powerful networking functions that enable you to connect to the Internet using a number of different methods, including GPRS network or Bluetooth modem. You can also use an external modem with this device to access the Internet.

You can set up connections to the Internet and incorporate a network at work to browse the Internet, use E-mail, use instant messages, and synchronize with **ActiveSync**.

There are two types of connection settings: **My ISP** and **My Work Network**. **My ISP** settings are used to connect to the Internet, and **My Work Network** settings can be used to connect to any private network, such as a corporate network. Fill in the settings and you are ready to connect to the Internet.

4.1 Making a connection

The simplest way to get your Apollo connected to the network is to activate AutoConfigurator (Please refer to *12.2 Auto-Configurator*). Below are the options you can change manually:

CSD Line Type

This program allows you to choose the line type when you make a circuit switch data connection.

To change a CSD Line type:

1. Tap the **Start > Settings > Connections > CSD Line Type**.
2. Define the value for **Data Rate**. In **Connection element**, choose a type from that drop-down menu. Tap **OK**.

Please note

The default setting on your Apollo is set for optimal use. Do not change this setting unless you have trouble using the circuit switch data connection.

GPRS

The General Packet Radio Service (GPRS) allows information to be sent and received across a mobile telephone network. To use GPRS service, you need to choose between the following two authentication methods:

- **PAP authentication:** Password Authentication Protocol is a simple authentication protocol that verifies a user to a remote access server of an ISP (Internet Network operator).
- **CHAP authentication:** Challenge Handshake Authentication Protocol is used to negotiate the most secure form of encrypted authentication supported by both server and client.

Configuring GPRS

To select an authentication method:

1. Tap **Start > Settings > Connections > GPRS Settings > the Authentication** tab.
2. Select **PAP authentication** or **CHAP authentication** and tap **OK**.

To choose GPRS slot:

1. Tap **Start > Settings > Connections > GPRS Settings > the GPRS-Setting** tab.
2. Select a slot and tap **OK**.



Please note

Changing these settings may cause a data communication failure. Please consult your network operator before altering.

Shortcut for ending GPRS

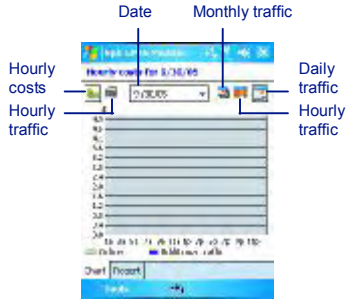
To end GPRS connection immediately, press and hold the End key.

Spb GPRS Monitor

This program allows you to monitor GPRS traffic and cost on an hourly, daily, monthly and yearly basis.

To monitor GPRS traffic:

1. Tap **Start > Programs > Spb GPRS Monitor > Chart**.
2. Select an icon to view its details:



To view the GPRS report:

Tap **Start > Programs > Spb GPRS Monitor > the Report tab**.

Bluetooth

With Bluetooth capability, devices can exchange information within a distance of about 10 meters. Bluetooth is a short-range wireless communications technology.

Unlike infrared, you don't need to line up the devices to beam information with Bluetooth. The devices only need to be within a range of about 10 meters. You can even beam information to a device in a different room, as long as it is within range. The software preinstalled in your Apollo allows you to use Bluetooth in the following ways:

- Exchange information, such as files, appointments, tasks, and contact cards, between devices that have Bluetooth capability. For example, if you and a co-worker each have a device with Bluetooth, you can beam items between your devices; including files, contact cards, appointments, tasks, etc.
- Create a dial-up modem connection between your device and a Bluetooth phone. You can then use the Bluetooth phone as a modem.

Bluetooth settings

To access the Bluetooth setting screen, tap **Start > Settings > Connections tab > Bluetooth**.

To turn Bluetooth on or off, check/uncheck the **Turn on Bluetooth** option.

With Bluetooth off, you cannot use Bluetooth to send or receive information. You might want to turn the radio off at times to conserve battery power, or in situations where radio use is prohibited, such as airplanes or hospitals.

By default, the Bluetooth is turned off. If you turn it on, and then turn off your device, the Bluetooth radio also turns off. When you turn on your device again, the Bluetooth radio automatically turns on the radio. If you wish to turn on the radio, turn off the Bluetooth first, and then turn on the radio.

To make your device discoverable, check the **Make this device discoverable to other devices** option.

If the Bluetooth radio is turned on, all other Bluetooth devices within range (about 10 meters) can detect your device and attempt to beam information to it, establish a bond, or use a Bluetooth service. In this mode, other devices can detect your device, whether or not a bond has been created; however, in order to receive a beam from another device, you must accept it on your device.

Other Bluetooth devices can now detect your device and attempt to beam information to it, establish a bond, or use a Bluetooth service. Note that, to receive beamed information, you must accept it on your device by selecting **Discoverable**; this also turns on your Bluetooth radio.

If you no longer want your device to be discoverable, uncheck the **Turn on Bluetooth** option or uncheck the **Make this device discoverable to other devices** option to leave the radio on but not allow detection by other devices.

Bonds

To exchange information in a secure manner, you may use a bond to create a relationship between your Apollo and another Bluetooth device. To create a bond, you need to enter the same personal identification number (PIN) on the two devices that you want to bond. You need only create a bond once between two devices. Once a bond is created, the devices recognize the bond and are able to exchange information without a PIN.

To create a Bond:

You can create a bond between your device and another with Bluetooth. Once you do this, Bluetooth doesn't need to be in discoverable mode in order to beam information between the two devices; you only need to have the Bluetooth radio turned on.

1. Tap **Start > Settings > Connections** tab.
2. Tap **Bluetooth > Devices** tab > **New Partnership**. Your device searches for other Bluetooth devices and displays them in the list.
3. Tap the name of the other device in the list and then **Next**.
4. In **PIN**, enter a PIN of 1 to 16 characters and tap **Next**.
5. Enter the same PIN on the other device.
6. If necessary, in **Name**, edit the name of the other device.
7. Tap **Finish**.



Please note

Make sure that the two devices are within 10 meters of one another and that the Bluetooth is in discoverable mode on both devices.

To accept a Bond:

1. Make sure that the Bluetooth is turned on and in discoverable mode.
2. When prompted to bond with the other device, tap **OK**.
3. In **PIN**, enter a PIN of between 1 and 16 characters, and tap **Next**. You must enter the same PIN that was entered on the device requesting the bond.
4. If you want, in **Name**, edit the name of the device requesting the bond.
5. Tap **Finish**.

The bond is created. You can now exchange information with the other device.

To rename a Bond:

1. Tap **Start > Settings > Connections** tab.
2. Tap **Bluetooth > Devices** tab.
3. Tap the bond to rename.
4. In **Name**, enter a new name for the bond.
5. Tap **Finish**.

To delete a Bond:

1. Tap **Start > Settings > Connections** tab.
2. Tap **Bluetooth > Devices** tab.
3. Tap and hold the bond to delete.
4. Tap **Delete**.

Beaming Information with Bluetooth:

1. Tap and hold an item to beam, such as an appointment in **Calendar**, a task in **Tasks**, a contact card in **Contacts**, or a file in **File Manager**.
2. Tap **Beam** [type of item].
3. Tap the device that you want to send the beam. The item is beamed to the device you selected.

If the device that you want to beam to does not appear on the list, make sure that it is turned on, in discoverable mode, and within 10 meters of your device. Also, make sure that your Bluetooth is turned on.

Receiving a Bluetooth Beam:

1. Make sure that your device is configured to receive incoming beams and that the Bluetooth is in discoverable mode.
2. Make sure your device is within 10 meters of the beaming device.
3. When prompted to receive an incoming beam, tap **Yes**. The information is now stored on your device.

Using a Bluetooth Phone as a Modem:

You can use a phone that has Bluetooth capabilities as a modem for your device. To do this, you create a Bluetooth modem connection on your device and send information to the phone using Bluetooth. The phone relays information over the phone line and sends back to your device any information that you requested over the connection.

Once you create a modem connection to the Bluetooth phone, you can reuse it whenever you want to use the phone as a modem.

1. Make sure that the Bluetooth phone is turned on, that your device's and the phone's Bluetooth radios are turned on, and that your device and the phone are within 10 meters of one another.
2. If you have not already done so, create a Bluetooth phone connection using the method described below:

3. Tap **Start > Settings > Connections tab > Connections > Add a new modem connection**.
4. Enter a name for the connection.
5. In the **Select a modem** list, tap **Bluetooth > Next**.
6. Make sure that the phone is discoverable. Some phones may also need to be pairable in order to accept a bonding request.
7. If the phone appears in the **My Connections** list, skip to step 14. If not, tap **New** and follow the remaining steps.
8. In the list, tap the phone and then **Next**.
9. In PIN, enter a PIN of between 1 to 16 characters, and tap **Next**.
10. Enter the same PIN on the phone.
11. If you want, in **Name**, edit the name of the phone.
12. Tap **Finish**.
13. In the **My Connections** list, tap the phone, and then **Next**.
14. Enter the phone number to dial for this connection and tap **Next**.
15. In **User name**, **Password**, and **Domain**, enter the logon information for this connection and tap **Finish**.
16. Start using the program that uses the Bluetooth phone connection; such as Inbox to send and receive e-mail, or Internet Explorer to browse the Web.

Bluetooth headset

To set up your Apollo with a Bluetooth headset, you may refer to the user guide with your Bluetooth headset and the following instructions:

1. Tap **Start > Settings > Connections** tab > **Bluetooth > Mode** tab and check **Turn on Bluetooth** and **Make the device discoverable to other devices**.



2. Tap > **Settings > Connections** tab > **Bluetooth > Devices** tab and tap **New Partnership** to scan for other Bluetooth devices.



3. Your Apollo starts scanning for Bluetooth devices.



4. Enter the Passkey for the located Bluetooth Device. For Passkey information, please refer to documents with your Bluetooth headset.



5. Define the display name and the type of service your Bluetooth device offers.



6. When you finish the setup, you will see the Bluetooth device displayed in the menu.



7. Also, there will be a Bluetooth headset icon indicating connection status.



Wireless LAN

Wireless LAN is a type of local area network that communicates between two devices by high frequency radio waves. Your phone supports Wireless LAN, which is IEEE 802.11b compliant. Your phone has a preinstalled program, Wi-Fi, allowing you to configure Wireless LAN settings.

To check your Wi-Fi status:

Tap **Start > Settings > Wi-Fi > Wi-Fi Status** tab and you may see the details of your phone's wireless LAN connection, including **Status, ESSID, BSSID, BSS Mode, Channel, Data Rate, IP Address,** and **Signal Strength.**

To configure Wi-Fi settings:

Tap **Start > Settings > Wi-Fi > the Setting** tab and scroll to set the desired value/mode for the following setting items: **Adhoc Channel, Preamble, Data Rate, Power Save, Power Strength,** and **Auto Power off.** Tap the **Set** button to confirm your setting.

To update IP info:

Tap **Start > Settings > Wi-Fi > IP Info** tab > **Renew** or **Ping** button to update IP information or locate the IP address of the other device.

To search IP address:

Tap **Start > Settings > Wi-Fi > Site Survey** tab > **Re-scan** button to search the **ESSID, RSSI, BSS** and **Channel of the Wireless LAN.**



Please note

While this feature is not in use, please disable it to save power.

Network Card Settings

You can connect directly to an Ethernet network by inserting a network (Ethernet) card. Once connected, you can view the Internet or an intranet, or download E-mail. Make sure that you purchase and configure a network card compatible with your Apollo.

To set up your network card:

1. Insert the network card into your Apollo.
2. The first time you insert the card, **Network Settings** will appear automatically. To change it later on, tap **Start > Settings > the Connections tab > Network Cards.**
3. To enter specific server information, tap the appropriate adapter.
4. To start a connection, insert the network card and begin using the desired program.

To change network card settings:

1. Tap **Start > Settings > the Connections** tab > **Network Cards**.
2. In the **My network card connects to** drop-down list, tap either **The Internet** or **Work**. If you are connecting to your ISP at home, tap **The Internet**. If you are connecting to a private network such as a corporate network at work, tap **Work**.
3. Tap the appropriate adapter in the **Tap an adapter to modify settings** box.
The IP address will now appear in the IP Address box on the **IP Address** tab.
4. To change TCP/IP settings, if your ISP or private network does not use dynamically-assigned IP addresses, tap **Use specific IP address** and enter the requested information. Contact your ISP or network administrator to get the IP address, subnet mask, and/or default gateway (if needed).
5. To change DNS and WINS settings if your ISP or private network does not use dynamically-assigned IP addresses, tap the **Name Servers** tab and enter the requested information. Servers that require an assigned IP address may also require a way to map computer names to IP address. DNS and WINS are the resolution options supported on your Apollo.

Terminal Services Client

Using the **Terminal Services Client**, you can log onto a PC running **Terminal Services** or **Remote Desktop** and use all of the programs available on that PC from your mobile device. For example, instead of running **Pocket Word**, you can run the PC version of Word and access all of the .doc files on that PC from your Apollo.

Connecting to a Terminal Server

Start a remote connection to the server via a GPRS or Wireless LAN connection:

1. Tap **Start > Programs > Terminal Services Client**.
2. To connect to a server you have previously connected to, define a server in **Recent servers**. To connect to a new server, enter the server's name in the Server box. Select the **Limit size of server desktop to fit on this screen** check box only when using applications that have been specifically sized for use with the Apollo.
3. Tap **Connect**.

! **Please note**
If the network administrator has configured the Terminal Services Client to reconnect to disconnected sessions, and you previously disconnected from a Terminal Server without ending the session, the Terminal Services Client reconnects to that session.

Navigating within the Terminal Services Client

Once connected to the server, the PC's screen may more than fill your mobile device's screen. If scroll bars are displayed on the server's screen, you will see more than one set of scroll bars on your Apollo: one to scroll information on the PC, and one to scroll the PC display through the **Terminal Services** window in the **Terminal Services Client**.

To ensure that you are scrolling the PC display through the **Terminal Services Client**, use the five directional buttons at the bottom of the **Terminal Services Client** screen.

To better fit information onto your mobile device's screen, select **Limit size of server desktop to fit on this screen**. For best effect, maximize programs on the desktop computer.

Disconnecting without ending a session:

The following commands must be accessed from the Start menu in the **Terminal Services** window used to access the PC's commands. Do not use the Start menu on your Apollo.

1. In the **Terminal Services** window on your PC, tap **Start > Shutdown**.
2. Tap **Disconnect**.

If your administrator has configured the **Terminal Services Client** to reconnect to disconnected sessions, you will be reconnected to this session the next time you connect to this server.

Disconnecting and ending a session:

1. In the **Terminal Services Client** window, tap **Start > Shutdown**.
2. Tap **Log Off**.

Modem Link

This utility will enable your device to simulate a wireless modem and allow your PC/Notebook to connect to a wireless network. Before creating a new modem via the selected connection type, you still need to install the drivers on your PC/Notebook. For more details about driver installation and the minimum requirements of your PC/Notebook, please refer to the companion CD.

1. Tap **Start > Programs > Modem link**.
2. Select a connection type.
3. Connect your device via infrared to a notebook or desktop PC and tap **Start**.



Please note

Before you press the **Start** button, please make sure that your device has a GPRS SIM card installed and that you have connected this device to your PC/Notebook by IrDA connection and disabled the ActiveSync.

Settings on your PC

Contact your Network Operator to get the APN (Access Point Name). Before you start using your Wireless Modem with an IrDA connection, you need to create a new modem on your PC:

1. Click **Start > Settings > Control Panel > Phone and Modem Options**.
2. Add a new modem by selecting the **Modem** tab.
3. Enable the checkbox: **Do not detect my modem; I will select it from a list**.
4. Select **Standard Modem Types** in the **Manufacturers** field, select **Standard 33600 bps Modem**, then select **Next**.
5. Select your modem port and click **Next**.
6. When a **Modem installation is finished!** screen appears, click **Finish** to go back to the **Modem** tab mentioned in Step 2. Now you can see a **Standard 33600 bps Modem** in the modem list.
7. Highlight the modem you just created, click the **Properties** button, and select the **Advanced** tab.
8. Enter the complete string in the **Extra initialization commands: field**: AT+CGDCONT=1,"IP","APN",,,0,0.
9. Remember to click the **Change Default Preferences** button after entering the required string as mentioned above.
10. Click the **General** tab and set the **Float** control by selecting **None** from the drop-down list. Keep pressing **OK** until the modem installation wizard exits.

A new standard modem is now set up on your PC, but you still need to create a new dial-up connection:

1. Click **Start > Settings > Control Panel > Network and Dial-up Connections > Make New Connection**.
2. To continue, tap **Next**.
3. Select **Dial-up to the Internet**. Tap **Next**.
4. Enable the option **I want to set up my Internet connection manually, or I want to connect through a local area network (LAN)** button, and **Next**.
5. Select **I connect through a phone line and a modem** option, and then **Next**.
6. Enable the **Use area code and dialing rules** checkbox and enter the telephone number ***99#**, and then **Next**.
7. Enter the username and password you use to log on to your ISP and click **Next**.
8. Enter a name for this connection and then **Next**.
9. Select **No** when the installation wizard asks you to set up an Internet mail account and then click **Next**.
10. After the installation is completed, click **Finish**.

Connecting via USB Port

As with connection via USB Port, you need to check the following before you start using the Wireless Modem on your Apollo via USB connection:

- Make sure that a GPRS enabled SIM card is inserted in your Apollo.
- Disable the ActiveSync com port connection of your PC.
- Disable the Infrared function by tapping the **Start** menu > **Settings** > the **Connections** tab > **Beam** and then uncheck **Receive all incoming beams**.
- Connect your Apollo to your PC USB connection (using the USB sync cable).

Before setting up a USB modem, you must verify that you have two files, USBMDM and USBModem_Dialer, on the Companion CD. Insert the Companion CD into your PC and perform the settings as follows:

1. Tap the **Start** menu > **Programs > Wireless Modem**.
2. Select the USB connection type from the drop-down list and insert the USB cable adapter.
3. Tap the **Start** button on the Wireless Modem screen of your Apollo.
4. A **Found New Hardware** message will pop up on your desktop PC.
5. Select the **Display a list of the known drivers for this device so that I can choose a specific driver** option and then click **Next**.
6. Select **Modem** from the **Hardware types** list and then **Next**.
7. Click the **Have Disk** button and then **Next**.

8. Select the recognized USB Modem in the Models list and then **Next**. After installation is completed, select **Finish**.
9. After the installation, a new USB modem will be found in the Modem list by tapping **Start > Settings > Control Panel > Phone and Modem** options on your PC.
10. Double click the **USBModem_Dialer** file on the Companion CD and set the GPRS settings (enter the APN assigned by your ISP) in the blank text box and press **Dial** to start the connection.

Connect via Bluetooth

Before starting to use your Apollo as a Bluetooth modem, you must be sure that your PC is a Bluetooth-enabled device. In addition, you need to check the following:

- Make sure that a GPRS enabled SIM card is inserted in your Apollo.
 - Disable the ActiveSync BT port connection of your PC.
 - Disable the Infrared function by tapping the **Start** menu > **Settings** > the **Connections** tab > **Beam**. Uncheck **Receive all incoming beams**.
1. To begin, select the **Start** menu > **Programs** > **Wireless Modem**.
 2. Select the Bluetooth connection type from the drop-down list, and tap the **Start** button.
 3. Open your Apollo from the Bluetooth application installed on your PC.

The interface of the Bluetooth application installed on your PC will vary, depending on the Bluetooth module that was embedded in or attached to your PC when you purchased it. Follow the installation instructions given in the connected Bluetooth device's manual.

VPN

The VPN is the network that allows authorized users to access and transmit data.

To create a VPN connection:

1. Tap **Start > Settings** > the **Connections** tab > **Connections** and select **Add a new VPN server connection**.
2. Enter the VPN server IP and tap **Next**.
3. Select the way to authenticate IPsec/ L2TP connections and tap **Next**.
4. Enter **My VPN** details and tap the **Advanced** tab to continue setup or **Finish** to exit.

USB cable


To access the Internet, you may connect your device to a PC via a USB cable. Make sure that the PC is connected to the Internet.

4.2 Connecting to the Internet

Once connected, you can use Pocket Internet Explorer to surf the Internet. While surfing, you can also download files and programs to be installed on your device from the Internet or intranet. During synchronization with your PC, download your favorite links and mobile favorites that are stored in the **Favorites** folder in Internet Explorer on the PC. To synchronize and download your favorite links from your PC, in your PC's ActiveSync, select **Favorites** in the **Tools** menu > **Options** > **Sync** options.

Browsing the Internet

Open the Pocket Internet Explorer screen by tapping **Start > Internet Explorer**.

1. In the address bar that appears at the top of the screen, enter the Web address you want to connect to. Tap  to choose from previously entered addresses.
2. Tap **Back** to go back to the previous page.
3. Tap **Menu > Refresh** to refresh the web page on the screen.
4. Tap **Menu > Home** to go back to the Home page.
5. Tap **Favorites** and the favorite address you want to view. To add a favorite link while using your Apollo, go to the page you want to add, tap and hold on the page, and tap **Add to Favorites** on the pop-up menu.



Chapter 5

Basic phone functions

- 5.1 Making a call
- 5.2 Ending a call
- 5.3 Receiving/Ignoring a call
- 5.4 International calls
- 5.5 Emergency calls
- 5.6 In-call options
- 5.7 Contact information
- 5.8 Device security



5. Basic phone functions

Like a standard mobile phone, you can use your Apollo to make/receive calls and send SMS messages. You can also take notes while talking, dial directly from **Contacts**, and easily transfer contacts between your SIM card and your Apollo.

The Phone Dialer screen

To access the Phone Dialer screen, tap **Start > Phone**, or tap **Phone** on the **Today** screen. From this screen, you can access **Contacts**, **Call History**, **Speed Dial**, and more options under **Menu**. The Phone Dialer screen has the following features:

1. The name of the network provider
2. The number you entered
3. Touchscreen keypad
4. Contact list
5. Signal strength
6. Clear numbers
7. Quick dial
8. Received, dialed and missed call history
9. Call Make/End
10. Access more options

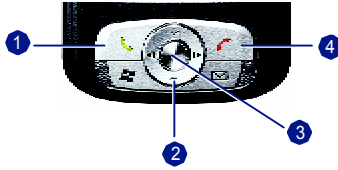


When a call is connected, the screen displays the following:

1. Call status
2. The name and number of the contact you are calling
3. Received, dialed and missed call history
4. Note creation for the call
5. Return to the Phone Dialer screen
6. Contact list
7. Call Mute
8. Call Hold
9. Call End
10. Access more options



The navigation pad and dialing



No.	Item	Description
1	Call key	Press to activate the Phone Dialer screen, dial a phone number or accept an incoming call. During a call, press and hold to turn the speakerphone ON or OFF.
2	Navigation key	Press for 4 ways (Up/Down/Left/Right) navigation through a list.
3	Centre key	Press to select a menu item.
4	End call	Press to end a call, return to standby screen or end a GPRS connection.

Entering your PIN

Most SIM cards are preset with a PIN (Personal Identification Number). This PIN is provided by the Network Operator, which you need to enter whenever you use your device.

1. Enter the preset PIN assigned by the Network Operator.
2. Tap **Enter**.

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

Checking your connection

By default, your Apollo will automatically connect to your registered

network once you have inserted a SIM card and entered the required PIN code. An icon indicates that you are connected to a Network Operator network, or an affiliated provider. A full strength signal is indicated by . The stronger the signal strength, the more bars the icon shows; no bars indicates no signal.



Warning

In many countries you are required by law to turn off your phone onboard an aircraft. Turning off the power of your Apollo doesn't turn off the phone function. You must disconnect the connection to the wireless network.

While Flying





You can turn off the wireless connections while still using the Apollo for other purposes.

1. Tap **Settings** in the **Start** menu.
2. Tap the **Connections** tab > **Wireless Manager**.
3. Tap **All Wireless Off**; when all buttons/ icons are colorless, wireless functions are off. Your Apollo is now safe to use on a flight.



Adjusting the phone volume

You may adjust phone volume in the following ways:

1. During a call, press the volume buttons on the side of your device.
2. Alternatively, tap  to bring up a pop-up menu. You can adjust:
 - Ring volume 
 - Device volume 
 - Vibrate mode: If this feature is activated,  appears in the status and icon area.
 - Mute/Unmute the phone by tapping On/Off.





Adjusting the conversation phone volume should only be done during a call. Adjusting the volume at another time will affect the ring, notification and MP3 sound levels.

5.1 Making a call

With your Apollo, you can make a call by entering the phone number, or selecting a number from **Contacts**, **Speed Dial**, and **Call History**.

Making a call from the Phone Dialer screen

1. Press  or tap **Phone** on the **Today** screen to bring up the Phone Dialer screen.
2. Tap the number on the keypad, then tap the **Talk** button or press the .



Please note

If you tap a wrong number, you can back space by tapping the back arrow key to erase individual numbers, one at a time.

Making a call from Contacts

1. Tap **Contacts** on the **Today** screen or Phone Dialer screen.
2. Tap the entry, and then tap **Call** or **Call Mobile**.

To view/search the contact list:

When you access **Contacts**, you see a contact list. You may view contacts in the following ways:

- Tap **Menu** > **Sort by** and select **Name** or **Company**.
- Tap **Menu** > **Filter** and select **All contacts**, **Recently viewed** or **No categories**.
- Tap **Menu** > **Options**. Set up the **List view settings** by selecting **Show alphabetical index** or **Show contact names only**.




To search for a contact, tap the **Enter a name or number** bar and enter the first letter of the desired contact's name. A list of names with similar letters will be displayed. Scroll up or down to the desired item.



Making a call from Call History:

1. In the Phone Dialer screen, tap **Call History**.
2. Find a number from different **Call Histories** by tapping **Menu > Filter** and selecting **All Calls, Missed, Outgoing, Incoming,** and **By Caller**.
3. Alternatively, scroll to the number by using the up/down navigation keys and press the center navigation key to select the number.
4. Scroll to Call Mobile and press the center navigation key to call the number.

Call History icons include:

 Incoming calls  Outgoing calls  Missed calls

Making a call from Speed Dial

The **Speed Dial** enables you to call frequently-used numbers with a single tap. To create a **Speed Dial** entry, you must have the number already stored in **Contacts**.

1. From the Phone Dialer screen, tap **Speed Dial > Menu tab > New**.



2. Tap the desired contact name and number.
3. In the **Location** field, tap the ▲/▼ arrows to select an available location to assign as the new **Speed Dial** entry. (The first **Speed Dial** location is reserved for your voice mail).



By memorizing a number's position in the **Speed Dial** list, you can dial the number by pressing and holding its position number. By default, the **Location** function will give the next available position in the **Speed Dial** setting screen. If you want to put a number in a position already occupied, the new number will replace the number already there.



Please note

To delete a **Speed Dial** entry, go to the **Speed Dial** list, tap and hold the contact name in the box to the right of the assigned speed dial number and tap **Delete**.

Checking your Voice Mail

By default, the first **Speed Dial** location is your voice mailbox. When you insert your SIM card into your Apollo, it will automatically detect and set the voice mailbox number of your network operator.

On the Phone Dialer screen, tap **Speed Dial** and select **Voice Mail**, and then press or tap **Call** to call the voice mail center.

5.2 Ending a call

Once an incoming or outgoing call is in progress, you can press the , or tap **End** on the Phone Dialer screen to hang up.



Please note

Alternatively, press the silver button on the wired stereo headset to end a call.

5.3 Receiving/Ignoring a call

When you receive a phone call, a notification message will appear.

To answer the incoming call, tap **Answer** or press .

To ignore or reject a call, tap **Ignore** or press to mute the phone and reject the call. This may divert the call to your voice mail, depending on your network operator.



Please note

Alternatively, press the silver button on the wired stereo headset to receive a call. Please see 5.6 *In-call options*.


5.4 International calls

When you make an international call from any country, you need to insert a special international access code. If you enter the "+" symbol as a prefix before the number you are calling, then you do not need to enter the access code for the country you are calling from.

To make an international call:

1. Tap and hold the 0 key until the + sign appears. The + replaces the international prefix of the country you are calling from.
2. Enter the full phone number. It should include the country code, area code (without the leading zero) and phone number.
3. Tap **Talk** or press the .

5.5 Emergency calls

Enter the international emergency number 112, then tap **Talk** or press the .

Additional emergency numbers may be included on your SIM card. Contact your network operator for more information.

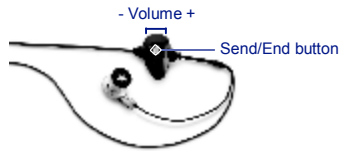
If your Apollo has been put into Device Lock mode, you have to unlock the device first before placing an emergency call. (Refer to Page 23, Section 1.5)

1. Press the "Unlock" on Left soft key.
2. Press again "Unlock" appear on the middle of screen.

5.6 In-call options


Adjusting the earpiece volume

During a call, you can adjust the earpiece volume on your wired stereo headset by turning the volume button to the right/left to increase/decrease the volume (with the silver button facing towards you).



Turning on the speakerphone

Your device has a speakerphone allowing you to talk handsfree or let other people listen to the conversation.

1. During the call, press and hold the  or tap the **Menu** tab > **Turn Speakerphone On**.

2. To turn the speakerphone off, tap the feature again.

Warning

To avoid damaging your hearing, do not hold your Apollo against your ear when in speakerphone mode.

Muting a call


When there is an incoming call, you may mute your microphone by pressing the **Mute** button on the Phone Dialer screen or tap **Menu** tab > **Mute**.

Putting a call on hold

During a call, you may choose to put the call on hold to receive or make a second call.

To put a call on hold, tap **Hold** or tap **Menu** > **Hold**.

To accept/end another incoming call:

1. Tap **Answer** to take the 2nd call and hold the 1st one.
2. To end the 2nd call and go back to the 1st, tap **End** or press the .

To swap between two calls, tap **Swap** or tap the **Menu** tab > **Swap**.

Setting up conference calls

In either of the following two situations, you can set up a conference call:

- When you put a call on hold, dial a 2nd number and wait for it to be picked up.
- When you accept a 2nd incoming call and the first one still in progress.

To make a conference call:

1. In either of the above two situations, tap **Conference**.
2. If the conference connection is successful, the word **Conference** will appear at the top of the Phone Dialer screen.
3. To add additional people to your conference call, tap **Hold** to enter the new number and then tap **Resume** to return and continue.

Adding a note

Regardless of whether you call from the Phone Dialer screen, **Contacts**, **Call History**, or **Speed Dial**, you can take notes during/after a call. The note can be saved as an attachment to your call in one of the **Call History** folders.

Writing a note

1. During/After a call, tap **Note**.
2. Use any of the input methods to record your note and tap **OK**. You can finish your note during or after the call.



Viewing a note

1. In the **Call History** list, tap and hold the desired number, then tap **View Note** in the pop-up menu. The icon indicates a note.
2. Alternatively, go to **Notes**, and then tap the name of the file on the list.

5.7 Contact information

Contacts can be imported in the following ways:

- From your SIM card: Use your SIM card in your Apollo and another device; while using the other device you create one or more new contacts on the SIM card.
- From your **Call History**: New contact numbers can be found in incoming or missed calls.

Why import contacts?

- You can back up your SIM numbers to your Apollo.
- When setting **Speed Dial** numbers, they must be based on the contacts in **Contacts**, not on the SIM card.
- Creating contacts in **Contacts** creates more detailed records.
- Only **Contacts** can have **Photo Contacts** for an individual contact entry.

SIM Contacts

To copy your SIM contacts to **Contacts** on your phone:



1. To open SIM Contacts, tap **Start > Programs > SIM Contacts**. Wait for your SIM card contents to load.
2. After SIM contents load, tap **Copy Now** to copy your new SIM contacts to **Contacts**.

Call History

To view the **Call History**, tap **Phone** on the **Today** screen and tap **Call History** on the Phone Dialer screen.

Alternatively, you can add a new contact when just ending a call. Tap **Menu** tab > **Save to Contacts**. Enter the caller's name and other information and tap **OK** when finished editing.

Alternatively, go to **Call History**, tap and hold the number to bring up the pop up menu and select **Save to Contacts**.



Please note

When the contact is created, the call details in the **Call History** will be amended and displayed under the name, not the phone number.

Photo Contacts

Photo Contacts allow you to assign still or animated photos to entries in **Contacts**. When a person (for whom you have previously assigned a photo in **Photo Contacts**) calls you, that photo will appear on your Apollo's incoming call screen. Use the rich set of features provided to have the photos displayed with the size, position and animated template you want.

Creating a new photo contact

You can create a photo contact in the following ways:

1. Tap **Contacts** on the **Today** screen or Tap **Phone** > **Contacts** button > **New** tab.
2. Enter the Contact's name and other information.

3. Scroll to the **Picture** field and tap **Select a picture**.



4. Tap on a desired picture and it will be assigned to the entry. (To delete the picture from the **Contacts** edit screen tap **Menu** tab > **Remove Pictures**).



Alternatively, you can assign a picture to a contact.

1. Tap **Start > Programs > Pictures & Videos > My Pictures** folder.
2. Tap the desired picture to view and tap **Menu > Save > Save to Contact**.



5.8 Device security

You can guarantee your phone's security by making use of the following security features:

Device lock

The keypad lock turns off keypad functionality. This is a helpful feature when your Apollo is turned off and in your pocket, when you don't want it pressed accidentally.



1. Tap **Device unlocked** on the **Today** screen to lock the keypad.
2. Once you lock the phone, this area displays **Device locked**.
3. To unlock your keypad, tap **Unlock** on the bottom left of the **Today** screen and tap **Unlock** again to confirm.

Device lock

This phone lock feature protects your Apollo from unauthorized access. When the phone lock is activated, your Apollo will automatically lock after a specified period of inactivity. A screen will be displayed requiring your Apollo's "lock password" to be entered before access is granted.

1. Tap **Start > Settings > Personal tab > Lock**.
2. Check the **Prompt if device unused for** option and set the prompt notification time.
3. Select the type of password you would like to use: **Simple 4 digit** or **Strong alphanumeric**. A strong password must have at least 7 characters that are a combination of uppercase and lowercase letters, numbers, and punctuation.
4. Enter the password and confirm if necessary.



To disable the Phone lock feature of your Apollo, uncheck the **Prompt if device unused for** option.

In case you forget your password, you can provide a password hint in the Hint tab under the **Password** tab.



Locking your SIM card

You can protect your Apollo from unauthorized use by assigning a PIN (Personal Identification Number). Your first PIN is assigned by the Network Operator.

1. Tap **Start > Phone** or alternatively tap the **Phone** button on the **Today** screen.
2. On the Phone Dialer screen, tap **Menu** tab > **Options > Phone** tab.
3. Check the **Require PIN when phone is used** option.
4. To change the PIN, at any time, tap **Change PIN**.

Chapter 6

Messaging

- 6.1 Text
- 6.2 Multimedia messages (MMS)
- 6.3 Voicemail
- 6.4 E-mail
- 6.5 Pocket MSN



6. Messaging

You can receive E-mail and text messages in **Messaging**. Text messages are sent and received through your network operator by using a phone number as the message address.

Your phone supports the following messaging services:

- **SMS (Short Messaging Service)** allows you to send short messages. To send an SMS message, you must register for SMS service with your network operator. For more information, please contact your network provider.
- **MMS (Multimedia Messaging Service)** allows you to send multimedia messages. In an MMS message, you can include text, pictures, photos, sound files or recorded voice. To send an MMS message, you must register and configure the MMS service with your network operator. For more information, please contact your network provider.
- **Chat** allows you to send messages back and forth with friends. This feature is network dependent. This feature is supported by the O2 SMS Plus application.
- **Voice Mail:** You can forward a call to your voice mail box when you are unable to receive a call. The voice mail center will send you a notification.
- **E-mail:** You can send or receive E-mails with your Apollo by either synchronizing your Outlook E-mails or connecting to the Internet.
- **IM (Instant Messaging service):** Your Apollo is equipped with the Pocket MSN application. To send instant messages, you need to connect to the Internet.

6.1 Text

Write a text message

To create a text message:

1. Tap **Start** > **Messaging** and select the **Inbox** folder.
2. Tap the **New** tab and add recipients in the **To:** field. Alternatively, tap the **Menu** tab > **Add Recipient**.



3. Tap on the edit screen to start editing. For the entry method, please refer to 2.6 *Entering information*.
4. To add predefined text, tap **Menu > My Text** and select a text.
5. When you finish editing text, you can start the spell check by tapping **Menu > Spell Check**.
6. To save a message to the draft box, tap **Menu > Save to Draft**.
7. Before you send a message, you can choose to receive a delivery notification by tapping **Menu > Message Options** and checking the **Request message delivery notification** box.



8. To send a message, tap **Send**.

Read messages

Text messages are automatically received when your phone is turned on. Otherwise, messages are held by your network operator until the next time your phone is connected to the operator network.

To read text message(s):

1. Tap **Start > Messaging**.
2. Select the **Text Messages** folder and a sub-folder under **Text Messages**, such as **Inbox**, **Outbox**, **Sent Items**, or **Deleted Items**.



3. Select how to sort the messages.



4. Tap **Menu** to access more options:

- Tap **Switch Accounts** to switch your current account to **Outlook E-mail**, **Hotmail**, or **MMS**.



- Tap **Tools** to **Manage Folders**, **Empty Deleted Items**, **Clear "Text Messages"**, create a **New Account**, and view **Options** (change settings for **Accounts**, **Message**, **Address**, and **Storage**).



Settings

Text Message settings allow you to customize **Accounts**, **Message**, **Address** and **Storage**.

- **Accounts:** Tap an account to change settings. For example, tap **Text Messages** to change **Request delivery notifications** and **Use Unicode when necessary**. Tap **New Account** to set up a new account, or tap **Signatures...** to use signatures to designate accounts.



- **Message:** Set up the following messaging features—**When replying to e-mail, include body**, **Keep copies of sent items in Sent folder** and the display **after deleting or moving a message** feature.



- **Address:** Select whether to get E-mail from all contacts with E-mail addresses; alternatively, you can verify names by defining their E-mail addresses.



- **Storage:** Check the memory space of your phone, storage card and attachments, **Store attachments on storage card** and specify how you want to empty your deleted items.



6.2 Multimedia messages (MMS)

Your Apollo allows you to create and share your own MMS messages (with photos, videos, text, and audio) with your friends and family. You can even use the Apollo's built-in camera to snap photos and send them immediately by composing an MMS message.

Launching the MMS composer screen

You can access MMS directly by tapping **Start > Messaging** and selecting the **MMS** folder. Your device also provides several ways to launch the MMS composer screen:

- From **Pictures & Photos**: Select any picture in the **My Pictures** folder, tap **Menu > Send** and select an account—**MMS**. At this point, you will be directed to the MMS composer screen in **Messaging**.
- From **Camera** (Optional): Capture a picture or a video clip. Select the file and send via MMS.



Please note

You must configure the profiles, connections and downloading settings before you can send and receive MMS messages.

Create an MMS message

In the **Inbox**, you will see messages listed with the following parameters:

- Receive from
- Time when the message was received
- Subject of the message

Creating an MMS Message

MMS messages are created by combing various slides. Each slide can consist of a photo, an audio or video clip, audio, or text.

1. Tap **Start > Messaging > MMS** folder. In the **MMS Inbox**, tap **New**. You will automatically be taken to a blank MMS composition screen.



2. Enter the recipient's address **To:** and the Subject of the message.



Scroll up to view the Bcc and Cc fields.

3. Tap **Menu** to view more options: tap **Insert Picture/Video** or **Menu > Insert > Picture** to access the image selection screen.



4. Select an image and insert it to your message. You can also insert an audio file or text.


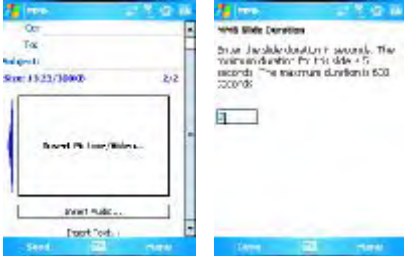


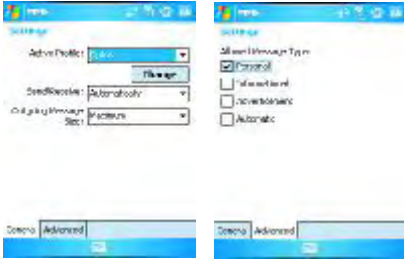
5. Tap **Menu** to get more editing options. For details, please refer to the following MMS menu options.



The MMS composition screen menu includes the following options:

Items	Description
Add Recipient	Add a new contact from your Contacts list.
Check Names	This option helps you search for the names beginning with letters entered in the To , Bcc , or Cc fields.
Insert (Picture, Video, Audio, or Sound Recorder)	<p>Select the file type to insert into your message. If the message contains an audio or image file, then a video file cannot be inserted.</p> <ul style="list-style-type: none"> If you select to insert Sound Recorder, a record screen displays: <div data-bbox="646 619 1161 882" data-label="Image"> <p>The screenshot shows two instances of the Sound Recorder interface. The left one has a timer at 00:03 and the right one at 00:04. Both have a 'Play' button and a 'Menu' button. A label 'Record time in seconds' points to the timer, and another label 'Play' points to the 'Play' button.</p> </div> <p>Tap Menu > Select and specify the file name & save the file.</p>


Items	Description
<p>My Text</p>	<p>A list of pre-defined text that can be inserted into your MMS message.</p> 
<p>Remove Recipient/ Subject, Picture/ Video/Audio/Text)</p>	<p>Depending on the cursor location, the Remove item varies. If the cursor is on the Insert Audio field this item shows Remove Audio.</p>
<p>Slides (Insert, Delete, Next, Previous, Duration)</p>	<p>You can create/delete slides in your message, navigate between the next and previous slides, or specify the display duration of each slide.</p> 

Items	Description
Options	<p>More options include</p> <ul style="list-style-type: none"> • Background Color: Select a background color from a color palette for your message. • Message options: You can change settings for Priority, Validity period (maximum, 12 hours, 1 day, 1 week, and 1 month), reception of a Delivery report or Read report. • Message settings: Under the General tab, you can modify settings for profile and data connection. A profile contains connection details such as the MMS server address, gateway, username, and password for authentication by the gateway, IP address and port number. You can also specify the Message Size and download type (Manual or Automatic under the Send/Receive field). While under the Advanced tab, you can configure to download messages depending on whether they have been set as Personal, Informational, Advertisement or Automatic. 
Preview	To view the composed message before sending, tap Replay .
Save to Drafts	Save the message to your drafts folder.
Cancel Message	To cancel the sending of the composed message and return to the Inbox. Before canceling, you can save the message to the drafts folder.
About	Software information can be obtained from this feature. The company name, version, build number and release date of the software are displayed.

MMS folder options:

In each message box, you can tap and hold an individual message to see various options.

Items	Description
Delete	Delete the selected message. The deleted message will be stored in the Deleted Items folder.
Reply	Reply only to the selected message's sender. After selecting this option, you are taken to the message composition page where you can compose a message as a reply. You can change the subject and other fields.
Reply All	Reply to all the senders and recipients present in the Cc and Bcc fields. You can change the subject and other fields.
Forward	Forward the selected message to other recipients. On selecting this option, you are taken to the page where your original message is retained and you can edit it before sending. You can change the subject and other fields.
Move	Move the selected message to a different folder. The folder list is displayed to select the folder where the message is to be moved to.
Mark as Read/ Unread	Mark the selected message as read or unread. The read and unread feature depends on whether the message is read or not.
Download Message	Download the message from the server.
Send/Receive	Refresh and download pending messages.
Switch Accounts	Switch between different accounts (SMS, MMS or Outlook)

Items	Description
Tools	<p>This option helps you to Manage Folders, Empty Deleted Items, Clear “MMS”, create New Account, and access more features.</p> <ul style="list-style-type: none"> • Manage Folders: On selecting this option, you get the MMS folder list, where you can create new folders, rename, delete and view folder options. <p> Please note System folders (including Inbox, Deleted Items, Drafts, Outbox, and Sent Items) cannot be deleted.</p> <ul style="list-style-type: none"> • Empty Deleted Items: An alert message asks if you want to delete all messages permanently, which cannot be recovered once deleted. • Clear MMS: Clear all the messages and subfolders under the MMS folder. Tap Yes to confirm deletion. • New Account: To create a new E-mail account. • Options: You can edit account settings for your messages, address book and storage. Please refer to <i>Settings under 6.1 Text</i>.

Read MMS messages

You have several options when viewing a message:

1. Use playback controls (**Play/Pause, Stop**) to view a message. You can pause it anytime.
2. Tap **Objects** to see a list of files. If you want to save a particular file, tap it and then choose **Save from the Tools menu**.
3. To view slides manually, use the navigation buttons to scroll through the message.

6.3 Voicemail

Most mobile network operators offer this external voice mail service to subscribers. This function enables you to divert received calls to a voice mail center where callers can leave voice messages under the following circumstances:

- if your phone is switched off or is not able to receive signals
- if you did not answer the call
- if you are currently on the phone

You will be notified of a voice mail message by an icon in the **Today** screen. If the voice mail service is not included in your mobile network operator's package, you will have to subscribe to the service separately and configure the settings manually. The voice mail service is network dependent. Contact your mobile network operator for more details.



Please note

The voice mail service is SIM card and network dependent.

To call the voice mail center

Tap **Phone > Speed Dial** and call from **Speed Dial 1**. Alternatively, enter the voice mail center number on the Phone Dialer screen and tap **Talk** or press **Call key**.



Please note

For more details about Speed Dial, please refer to [5.1 Making a call](#).

6.4 E-mail

The **Outlook** E-mail account on your Apollo is used to store messages that you send and receive through synchronization with a PC. Account names appear when you open the folder list, located on the left, under the navigation bar, in the message list view.

You can receive E-mail and text messages in **Messaging**. E-mail messages are sent by using an address received from your Internet network operator (ISP), an E-mail network operator or your employer. You can also send and receive E-mail by synchronizing with your PC, or by connecting to a Post Office Protocol 3 (POP3) or Internet Message Access Protocol 4 (IMAP4) mail server. Aside from the default Outlook E-mail account, you need to manually set up other E-mail accounts.

How you download copies of messages depends on how you receive messages:

- If you receive E-mail messages through a remote E-mail server, follow the instructions as described in the following **Downloading messages from a server**.
- If you receive E-mail messages through **ActiveSync**, begin synchronization. For more information, please refer to *Chapter 3. Synchronization*.

With synchronization, messages are synchronized between your Apollo and the PC by using **ActiveSync** and **Microsoft Exchange** or **Outlook**. For more information, see *Chapter 3. Synchronization*.

Setting up an account:

1. Open **Messaging** on your Apollo by tapping **Start > Messaging**.



2. Select the **Outlook E-mail** folder.

3. Tap **Menu > Tools > New Account** and set up an account.



4. The **E-mail Setup** screen will prompt you to fill in the necessary information to complete the setup.

5. Fill in your E-mail address and tap **Next**.



6. The **E-mail Setup** will attempt to connect your Apollo to your E-mail server and automatically download the necessary connection settings. If the auto configuration is unsuccessful, contact your ISP or network administrator. If you know your E-mail settings, press **Next** to proceed.



7. Enter **Your name**, **User name** and **Password**, and tap **Next**. If you check the **Save password** box, your device will not ask for your password the next time you log in to an E-mail account. However, other people can access your account if you lose the device.



This screenshot shows the 'Mail' app setup screen for account information. It features a title bar with 'Mail' and 'Next' buttons. Below the title bar, there is a section titled 'Account information' with three input fields: 'Your name', 'User name', and 'Password'. A checkbox labeled 'Save password' is located at the bottom of this section.

8. Select the appropriate **Account type** that your E-mail provider supports (**POP3** or **IMAP4**). Enter a **Name** for your E-mail account and tap **Next**.



This screenshot shows the 'Mail' app setup screen for account type and name. It features a title bar with 'Mail' and 'Next' buttons. Below the title bar, there is a section titled 'Account information' with a dropdown menu for 'Account type' (showing 'POP3') and an input field for 'Name'.

9. Enter your E-mail provider's server name information for **Incoming mail** and **Outgoing mail**, and tap **Finish**.



This screenshot shows the 'Mail' app setup screen for server information. It features a title bar with 'Mail' and 'Next' buttons. Below the title bar, there is a section titled 'Server information' with three input fields: 'Incoming mail', 'Outgoing mail', and 'Port'. A 'Finish' button is located at the bottom right of the screen.

- ! Please note**
For security reason, some fixed line ISPs may restrict access to their outgoing mail servers to their own ISP network infrastructure. In this case, you may need to use the Outgoing mail server (if available) provided by your mobile operator.

When finished, your new E-mail account will be displayed under this menu. You can start connecting to your E-mail server at this point. You can set up several E-mail accounts, including Outlook.



Please note

To delete an account, go to the account's folder. Tap and hold the account's name and tap delete.

Downloading messages from a server

In **Messaging**, select Outlook E-mail or another account to open a connection to the Internet or your corporate network, depending on the account.

1. Select an account and ensure that the account is selected (marked by a bullet).
2. Tap **Menu > Download Message**. The messages on your device and E-mail server are synchronized. New messages are downloaded to your Apollo **Inbox** folder, messages in your Apollo **Outbox** folder are sent, and messages deleted from the server are removed from your Apollo **Inbox**. Tap a message in the message list to open it. For E-mail viewing menu options, please refer to the following section.
To cancel downloading a message, tap **Menu > Do not download**.
3. If you read a message, you can mark it as read or unread by tapping **Menu > Mark as Read** or **Mark as Unread**.
4. When finished, tap **Accounts > Disconnect**.

E-mail viewing screen options:

After selecting an E-mail from an account, tap **Menu** to access the following options:

Items	Description
Delete	Delete the selected message. The deleted message will be stored in the Deleted Items folder.
Reply	Reply to only the selected message's sender. After selecting this option, you are taken to the message composition page where you can compose a message as a reply. You can change the subject and other fields.
Reply All	Reply to all the senders and recipients present in Cc and Bcc fields. You can change the subject and other fields.
Forward	Forward the selected message to other recipients. On selecting this option, you are taken to the page where your original message is retained and you can edit it before sending. You can change the subject and other fields.
Move	Move the selected message to a different folder. The folder list is displayed to select the folder where the message is to be moved.
Mark as Read/ Unread	Mark the selected message as read or unread. The read and unread feature depends on whether the message is read or not.
Download Message	Download the message from the server.
Save to Contacts	Create a new entry in your Contacts list.
Send/Receive	Refresh and download the pending messages.
Languages	Open a list of languages to select from.

Receiving attachments

An attachment sent with an E-mail message or downloaded from the server appears as an icon at the bottom of the message in its own window panel. Tapping the attachment icon opens the attachment if it is fully downloaded. You can mark an attachment for downloading (IMAP4 account only) the next time you connect.

For Outlook E-mail attachment through synchronization:

1. Start **ActiveSync** on your PC.
2. Click **File** > **Mobile Device** and then select your mobile device.
3. Click **Tools** > and then click **Options**.
4. Select the message account > **Settings** and then select **Include File Attachments**.

Through a remote IMAP4 E-mail server:

1. From **Messaging**, tap **Accounts** > **Accounts...** > **IMAP4**.
2. Tap **Next until you reach Server Information** > **Options**.
3. Tap **Next** twice > **Get full copy of messages and When getting full copy get attachments**.

Embedded images and objects cannot be received as attachments. An embedded message can be viewed as an attachment when using **IMAP4** to receive E-mail. However, this feature does not work if **TNEF** (Transport Neutral Encapsulated Format) is enabled so that you can receive meeting requests.

Creating an E-mail


1. Tap **Start > Messaging** and select **Outlook E-Mail** or the desired E-mail account. For account menu options, please refer to the following section.
2. Tap **New**.
3. Enter the E-mail address of one or more recipients, separating them with a semicolon. To access addresses and phone numbers from **Contacts**, tap **To** or tap **Menu > Add Recipient....**
4. Enter your message. To quickly add common messages, tap **My Text** and tap a desired message.
5. To check spelling, tap **Menu > Spell Check**. For E-mail composition menu options, please refer to the following:
6. Tap **Send**. If you are working offline, the message is moved to the **Outbox** folder and will be sent the next time you connect.



Account menu options:

When you select an account, tap **Menu** to access the following options:

Items	Description
Delete	Delete the selected message. The deleted message will be stored in the Deleted Items folder.
Reply	Reply to only the selected message's sender. After selecting this option, you are taken to the message composition page where you can compose a message as a reply. You can change the subject and other fields.
Reply All	Reply to all senders and recipients present in the Cc and Bcc fields. You can change the subject and other fields.
Forward	Forward the selected message to other recipients. On selecting this option, you are taken to the page where your original message is retained and you can edit it before sending. You can change the subject and other fields.
Move	Move the selected message to a different folder. The folder list is displayed to select the folder where the message is to be moved.
Mark as Read/ Unread	Mark the selected message as read or unread. The read and unread feature depends on whether the message is read or not.
Download Message	Download the message from the server.
Send/Receive	Refresh and download pending messages.
Switch Accounts	Switch between different accounts (SMS, MMS or Outlook).

Items	Description
Tools	<p>This option helps you to Manage Folders, Empty Deleted Items, Clear “MMS”, create New Account, and access more features.</p> <ul style="list-style-type: none"> • Manage Folders: On selecting this option, you get the list of MMS folders where you can create new folders, rename, delete and view folder options. <p> Please note System folders (including Inbox, Deleted Items, Drafts, Outbox, and Sent Items) cannot be deleted.</p> <ul style="list-style-type: none"> • Empty Deleted Items: An alert message asks if you want to delete all messages permanently, which cannot be recovered once deleted. • Clear MMS: To clear all messages and subfolders under Deleted Items. Tap Yes to confirm. • New Account: To create a new E-mail account. • Options: You can edit the account settings for your messages, address book and storage. Please refer to the following Options menu.

E-mail composition menu options include the following:

Items	Description
Add Recipient	Add a new contact from your Contacts list.
Insert (Picture, voice note, and File)	Select the file you would like to insert into your message. If the message contains an audio or image file, then video files cannot be inserted.
Spell Check	To check the spelling of your message content.
Save to Drafts	Save the message to your draft folder.
Cancel Message	Cancel sending of the composed message and returns to the Inbox. Before canceling, you can save the message to the drafts folder.
Message Options	Specify settings such as Priority , Security and Language .

Managing messages and folders

Each E-mail account and text message account has its own folder hierarchy with five default folders: **Inbox**, **Outbox**, **Deleted Items**, **Drafts**, and **Sent Items**. The messages you receive and send through the mail account are stored in these folders. You can also create additional folders within each hierarchy. The behavior of the folders you create depends on whether you are using an **Outlook E-Mail**, **Text Messages**, **POP3**, **MMS**, or **IMAP4** account.

If you use an **Outlook E-Mail** account, E-mail messages will automatically be synchronized with your device. You can synchronize additional folders by designating them for **ActiveSync**. The folders you create and the messages you move will then be mirrored on the server.

If you use a **Text Messages** account, messages are stored in the **Inbox** folder.

If you use a **POP3** account and move E-mail messages to a folder you created, the link between the messages on the device and their copies on the mail server will be broken. The next time you connect, the mail server will see that the messages are missing from the device **Inbox** folder and delete them from the server. This prevents you from having duplicate copies of a message, but it also means that you will no longer have access to messages that you move to folders created from anywhere except the device.

If you use an **IMAP4** account, folders you create and E-mail messages you move are mirrored on the server. Therefore, messages are available to you anytime you connect to your mail server, whether from your device or a PC. This synchronization of folders occurs whenever you connect to your mail server, create new folders, or rename/delete folders when connected.

6.5 Pocket MSN

MSN Messenger features include:

- Seeing who is online.
- Sending and receiving instant messages.
- Having instant message conversations with groups of contacts.
- Notifying contacts of your online status.
- Blocking contacts from seeing your status or sending you messages.

To use **MSN Messenger**, you need a **Microsoft Passport** account or a **Microsoft Exchange E-mail** account that your employer provides. Once you do, you will need to:

- Set up an account on **MSN Messenger**.
- Sign in to **MSN Messenger**.

Setting up an account

Before you can use **MSN Messenger**, you must set up the instant messaging account(s) to use. For **MSN Messenger** service, you must have a **Microsoft Passport** or **Hotmail** account. For **Exchange Instant Messaging**, you must have an **Exchange account**.

- To set up a Microsoft Passport account, go to <http://www.passport.com>.
- To set up a Hotmail account, go to <http://www.hotmail.com>.
- To set up an Exchange account, check with your company network administrator.

Signing in

1. To use **MSN Messenger Service**, set up a connection to the Internet; to use **Exchange Instant Messaging**, set up a connection to your corporate network.
2. Tap **Start > Program > Pocket MSN > MSN Messenger > Tap here to sign in**.
3. Enter your sign-in name and password for the selected account(s). Your sign-in name is usually in the form: `username@domain.com`.



Please note

Signing in to an Exchange account may take several minutes, depending upon your connection speed.



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Chapter 7

Camera

- 7.1 Capture mode
- 7.2 Setup menu
- 7.3 Photo Album
- 7.4 View mode
- 7.5 Edit mode



7. Camera

Your Apollo features a digital camera that allows you to snap new photos (including self-portraits) or shoot video clips with accompanying audio. You can store them in **Album**, which provides many powerful features to manage, organize, and manipulate image, video, and audio files.



Landscape mode





Save to the **Album**

The integrated camera features the following:

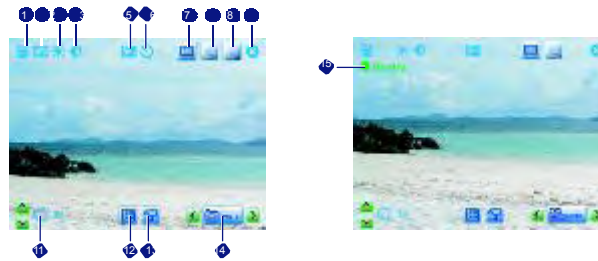
- When in **Photo Capture mode**, you can capture standard still images.
- In **Video** or **Video MMS Capture mode**, you can capture "live" video streams (with audio if desired), then share them with others or play them on the Apollo or desktop PC.
- In **Photo ID and MMS Capture mode**, you can capture images for contacts or MMS use.
- In **Photo Frame Capture mode**, you can place captured images into attractive frames (templates).









You can even send captured files via **E-mail** or **MMS**. Just **Snap and Send** a newly captured image or **Select and Send** an existing image. Of course, you can also get image, video, and audio files from received **E-mail**, a **Memory Card**, **Infrared beaming**, **Bluetooth** or synchronized from a PC via **ActiveSync**, and organize them into **Albums** and slideshows.








7.1 Capture mode

Your Apollo has a number of capture modes. The following section shows how to use photo capture mode and video capture mode. To switch capture modes, tap  **PHOTO** .

Photo/Video mode



No.	Item	Icons	Description
1	Storage		MiniSD™ (Memory card)/PDA; indicating the current location of saved files.
2	Continuous shot		Select to take one or a series of photos. (This feature is disabled in video capture mode).
3	Brightness		Current brightness level.
4	Contrast		Current contrast level.
5	Quick view		A quick view after you take a shot. Select to turn this feature on/off.
6	Timer		Indicates whether Timer is on/off.
7	Photo resolution		1600 x 1200 UXGA 1024 x 768 XGA 640 x 480 VGA (default) 320 x 240 QVGA (also for video) 176 x 144 QCIF (also for video)
8	Night Mode		Enables a kind of "night vision" for dark conditions.


No.	Item	Icons	Description
9	Flash light		Indicates whether Flash is on/off.
10	Exit		Exit the screen.
11	Zoom In/Out		Zoom range: 1.0x, 1.2x, 1.4x, 1.6x, 1.8x, and 2.0x.
12	Photo Album		Where your captured or recorded files are saved. You can view or edit these files under Album .
13	Setup menu		A detailed setup menu.
14	Capture mode		Photo Photo Frame Photo (ID, MMS) Video Video MMS
15	Record mode		Indicates recording status.




Please note

Not all the icons described above will be displayed at the same time. Some will be displayed only when certain functions are operating.


Shoot a picture

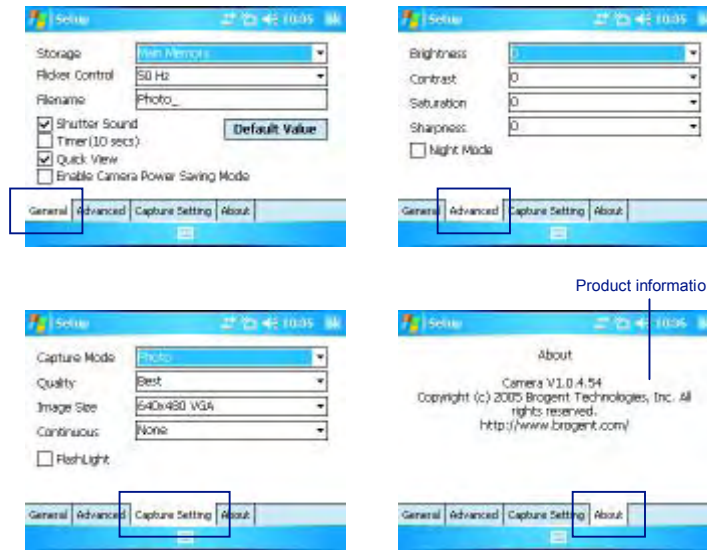
1. Press the **Camera** key on the right side of your Apollo or tap **Start > Programs > Camera**.
2. Tap  to select the desired capture mode: **Photo**, **Photo (ID, MMS)** or select a **Photo Frame**. For more settings, please refer to *7.2 Setup menu*.
3. Press the center navigation key or the **Camera** key to take a snapshot.
4. After you take a photo, the image will be automatically saved to the **Album**.

Record a video clip

1. Press the **Camera** key on the right side of your Apollo or Tap **Start > Programs > Camera**.
2. Tap the  icon to switch to **Video** or **Video MMS** mode.
3. When you see **•Ready** shown in the screen press the Center navigation key or Camera key to start recording.
4. During the recording process, the blinking **•Rec** indicates that the video capturing is working; this icon will be followed by recording time and Frame rate information.
5. To stop recording, press the Center navigation key or Camera key. The recorded video clip will be automatically saved to the **Album**.



7.2 Setup menu

When you are in camera mode, you can tap on the  icon to access the setup menu. The menu has three submenus: General, Advanced and Capture Settings. You can press the navigation keys (left and right) or use the stylus to tap on desired menu options.



General Menu

Under the **General** menu, you can adjust the following items:

Item	Description
Storage	Storage locations: Main Memory and Memory Card .
Flicker Control	Select the Flicker Control value from 50Hz to 60Hz .
Filename	Name of the file being created.
Shutter Sound	Activate Shutter Sound to hear a clicking sound when you take a shot. The default value is set to On.
Timer (10sec)	When the Timer is activated, the icon  appears on the screen. When you press the Center key or Camera key,  starts to blink for ten seconds. The default setting is Off.
Quick View	A quick view after you take a shot. Select to turn this feature on/off.
Default Value	Tap Default Value to reset all setup menu options to default values.



Advance menu

Under the **Advanced** menu, you can adjust the following items:

Item	Description
Brightness	The Brightness level ranges from -3 to +3. The default value is 0.
Contrast	The Contrast level ranges from -3 to +3. The default value is 0.
Saturation	The Saturation level ranges from -3 to +3. The default value is 0.
Sharpness	The Sharpness ranges from -3 to +3. The default value is 0.
Night Mode	Select to activate or deactivate Night Mode . The default setting is Off.

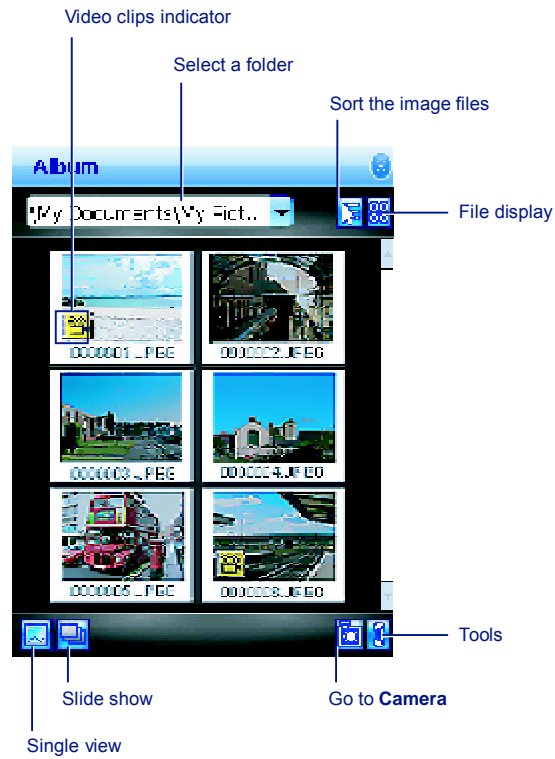
Capture Setting Menu

Under the **Capture Setting** menu you can adjust the following items:

Item	Description
Capture Mode	Select a capture mode from Photo , Photo Frame , Photo (ID, MMS) , Video , and Video MMS .  Please note The Capture Mode you select determines the resolution ranges. See the following Resolution for details.
Quality	Set image quality at Normal , Better and Best .
Image Size	Resolution options vary according to the Capture Mode you select. <ul style="list-style-type: none">• Photo: 1600 x 1200 UXGA, 1024 x 768 XGA, *640 x 480 VGA, 320 x 240 QVGA, 176 x 144 QCIF• Photo Frame: 320 x 240 QVGA• Photo (ID, MMS): 176 x 144 QCIF• Video: 320 x 240 QVGA, 176 x 144 QCIF• Video MMS: 176 x 144 QCIF  Please note <ul style="list-style-type: none">• When you select Video MMS, the system will ask you to specify the File Size from 50K, 100K, 250K, and Unlimited.• When you select Video or Video MMS, the system will ask you to check if you want to mute the microphone.
Continuous	Allows you to define how many photos you want to take continuously at one shutter: None , 2 , 4 and 6 . The default value is None .
Flash Light	Select to activate/deactivate the Flash.

7.3 Photo Album

Photos and video clips that you take are stored in **Album**, where you can view your image files and manage photos or video clips that you take, set them as Wallpaper or Caller ID, and so on.



Tools menu

Option	Description
Send	Send photos or video clips via E-mail or MMS message.
Beam	Transmit photos or video clips to another device.
Save to contact	Save an image as a Photo Contact.
Set as wallpaper	Save an image as Wallpaper.
Operation mode	Select the operation mode from Portrait , Landscape (right-hand) , and Landscape (left-hand) . The default setting is Portrait mode.
Rename/Move to	Change a file name or move a file to another location.
Save/Copy to	Save or copy a file to another location.
Delete	Delete a file.
Delete all	Delete all files.
About	Displays product and manufacturer information.

7.4 View mode



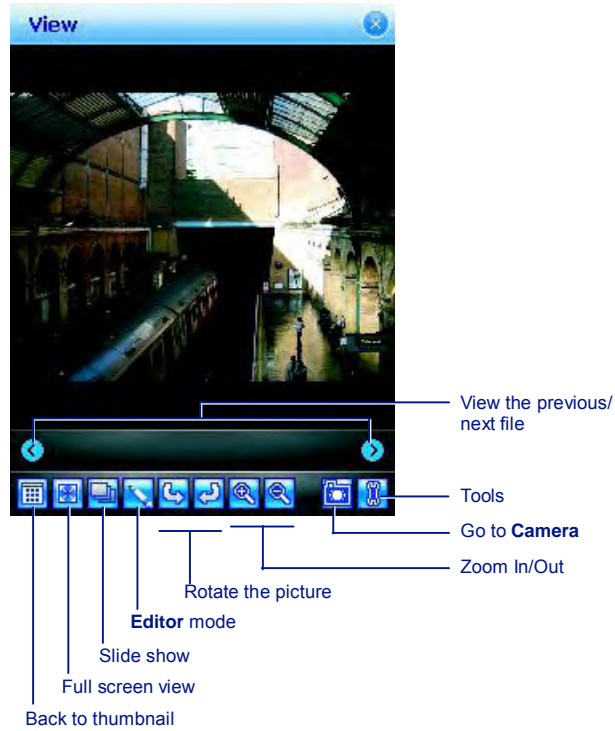
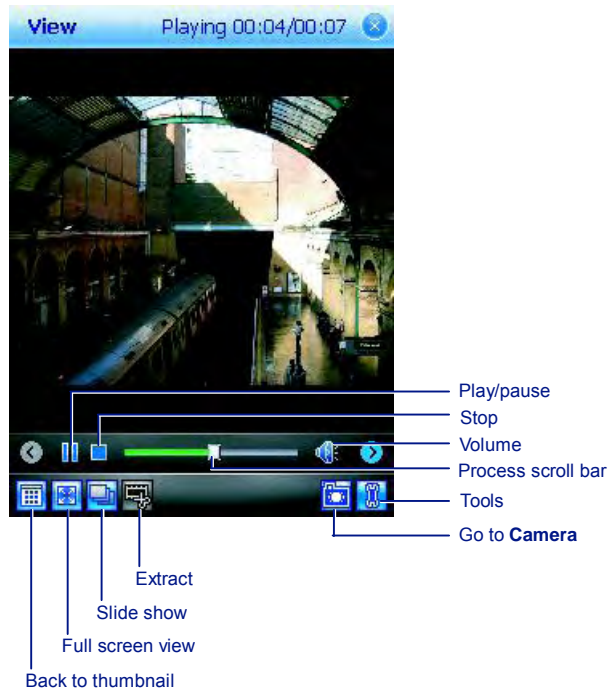
In Capture mode, you can tap  to enter Album and tap  to enter Single View Mode. When you select the Single View icon, you can view the pictures saved on a Mini SD card or the PDA's memory.

Photo View mode





Video View mode

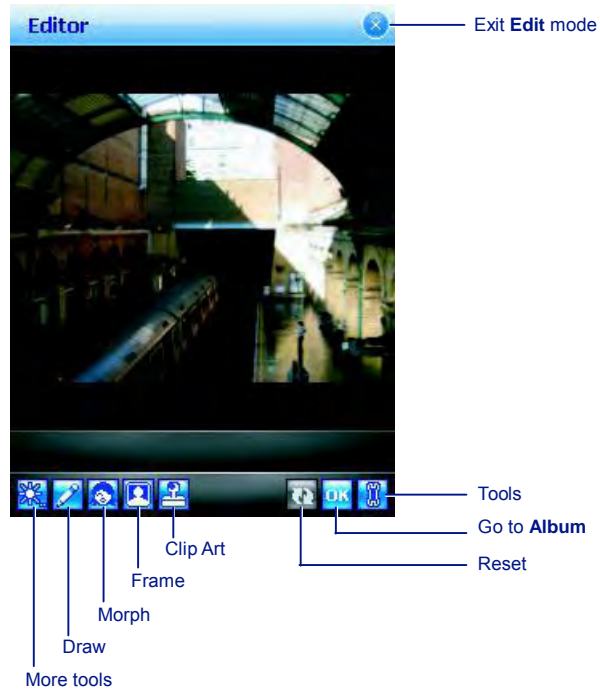


The **Tools** menu includes the following features:










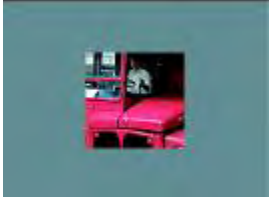
Option	Description
Send	Send photos or video clips via E-mail or MMS messages.
Beam	Transmit photos or video clips to another device.
Save to contact	Save an image as a Photo Contact.
Set as wallpaper	Save an image as wallpaper.
Operation mode	Select the operation mode from Portrait , Landscape (right-hand) , and Landscape (left-hand) . The default setting is Portrait mode.
Rename/ Move to	Change a file name or move a file to another location.
Save/Copy to	Save or copy a file to another location.
Delete	Delete a file.
Delete all	Delete all files.
About	Displays product and manufacturer information.

7.5 Edit mode









Under **Album**, you can tap  >  to enter the **Editor** mode. This feature allows you to edit images easily by scaling, rotating, cropping, framing, morphing, clip art pasting, etc.



In More Tools

Icon	Description
	To adjust Brightness level.
	To adjust Contrast level.
	To adjust image sharpness.
	To adjust blur level.
	To flip or mirror the image.
	To adjust image scale.
	Rotate the image.
	<p>Crop the image. First, select a rectangle on the needed area and click on this area. When the Crop function is selected, other icons will be dimmed till the action is completed or aborted.</p> <div style="display: flex; justify-content: space-around; align-items: center;"><div style="text-align: center;"><p>Before crop</p></div><div style="text-align: center;"><p>After crop</p></div></div>

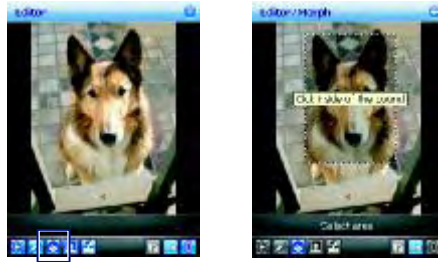
In Draw



Icon	Description
	Draw a straight line and select line size.
	Draw a circle or rectangle.
	Select the color of the line. 
	Undo the last action.
	Delete all drawings, but stay in the Draw page.
	To confirm all actions and return to the Edit mode.
	Remove all drawings and return to the Edit mode.

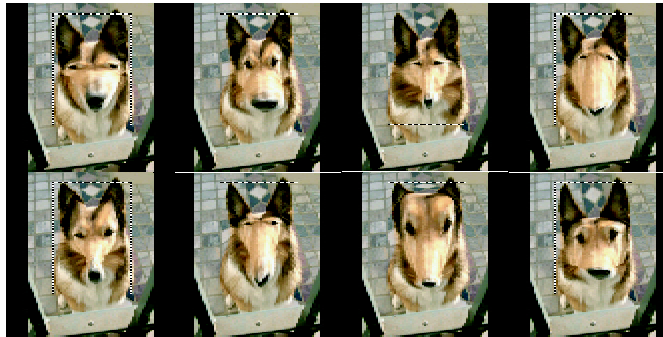
Morph

Morph allows you to freely edit facial expressions. There are several icons available under the edit screen. To morph a picture:

1. First, select a rectangle on the desired area and click on the area. When the **Morph** function is selected, others icons will be dimmed till the action is completed or aborted.




2. Click on  to start **Morph**; use the stylus to drag out a rectangle on the needed area and then click on the area.
3. Press  to change to a different facial expression. (Alternatively, you can use the Navigation Pad up/down/left/right to change.)





Please note

In this process, you can click anywhere outside the selected area to abort the operation.

4. Before saving the edited picture, you can tap  to clear the edited result.

Frame

In **Frame**, you can select a frame and apply it to the selected image.



To select a frame:

1. Go to the **My Favorite** or **Greeting** folder.
2. Use the navigation pad (up/down/left/down) to select a frame.
3. After selection, you tap **OK** to complete or tap **Menu > Change frame** and click on the frame icon.

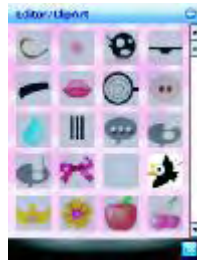
To cancel a frame:

1. Tap the frame icon again.
2. Select the first one without a frame.
3. Tap **OK** to confirm that all stamps are attached and return to the previous screen mode.

ClipArt

This feature allows you to select **ClipArt** and apply it to add interest to the desired image.

1. Tap on the desired **ClipArt** and click on **OK**.
2. The ClipArt will be shown at the center of the image.
3. The user can move the **ClipArt** by dragging it.



ClipArt Library



ClipArt Edit

In the ClipArt Library:

Item	Description
Cancel	Abort the action and return to the edit screen.
OK	To confirm the selection and open ClipArt Edit .

In ClipArt Edit:

Item	Description
Reset	Remove all attached ClipArt.
Move	To move the stamp.
Mirror/Flip	To Flip the stamp.
Scale	To Scale the stamp.
Rotate	To Rotate the stamp.
Abort	To clear the current stamp.

Item	Description
Add	Add one more stamp from the list and enter the ClipArt Library.
OK	To confirm that all stamps are attached and return to the upper level (Edit Mode).

Save

When you conduct any editing command, the icon will be enabled. After saving, you will remain in the edit mode. The icon will be dimmed if you don't do any editing work.



Please note

If the resolution of the saved picture is larger than 320X240, the edited image will be saved in 320X240 only. The edited image will be saved as a new file. The file name will be edit_XXXXX.jpg where 'XXXXX' is the original file name.

Reset

Before you save the edited picture, you can use **Reset** to clear all edited results.

OK/Exit the Edit mode

To confirm that all stamps are attached and return to the edit screen:

- When no edit function is conducted or saved, it will return to the view screen without any pop-up notification.
- Back to any edit function that was conducted
- When you have edited the image and tapped **Album** or pressed any key to exit, there will be a pop-up notification asking you, "File has been changed. Save it?" Tap **Yes** to enter the **Save** dialog, **No** to exit without saving and **Cancel** to remain in the Edit mode.

The **Save** dialog includes the following details:

- **Name:** You can change file name.
- **Folder:** Just select default folder in **Device** or **Storage card**.
- **Type:** JPEG or BMP type.

Chapter 8

O₂ MediaPlus & Equalizer

- 8.1 My Radio
- 8.2 My Music
- 8.3 My Pictures
- 8.4 My Videos
- 8.5 My Settings
- 8.6 Equalizer



8. O₂ MediaPlus & Equalizer








This application provides a user-friendly way to manage media files and gives easy access to different entertainment players like the FM Radio and Windows Media Player. This application also includes the following features:

- A music library management system
- A photo library management system
- A video library management system
- A powerful alarm program
- Personalization



In addition, this chapter guides you through **Equalizer**, an application that can equalize the music files played on your Apollo.

Go to submenus



Item	Icon	Description
Play/Stop		Tap once to play and tap again to Stop.
Previous		Go to the previous track.
Next		Go to the next track.
Mute		To mute/unmute Windows Media Player 10 or FM Radio .
Volume		Tap +/- to increase/decrease volume.
Mode		Choose which program to control: FM radio or Windows Media Player .
Equalizer		This is only visible when Windows Media Player is the current player.

8.1 My Radio

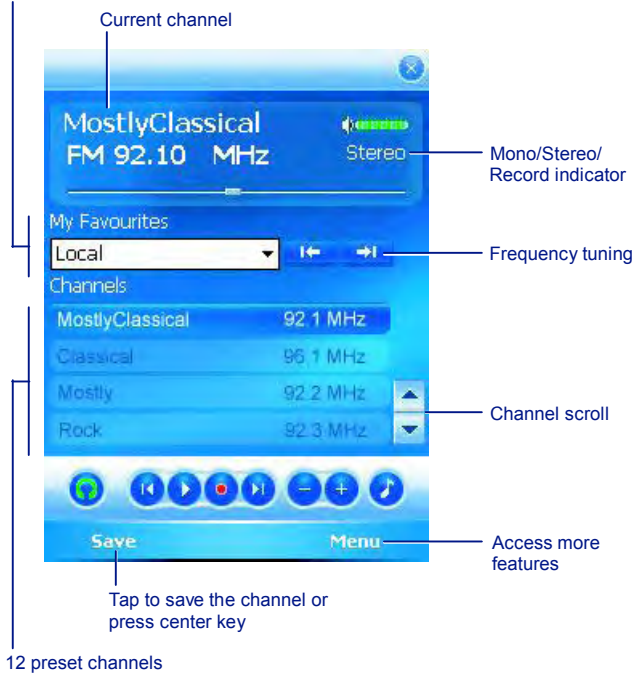
You can listen to **FM Radio** through your Apollo. You can search channels by tapping and holding on the  /  Key. This application also includes 8 user-defined favorites (each favorite contains up to 20 preset channels), volume control, mute button, record button to record audio files, and fine tuning of channels.











Please note

The FM Radio can be used only when the headset is plugged in (as an external antenna).

My Favorites



Item	Icon	Description
Mute		Mute/Unmute audio output.
Volume		Increase/Decrease volume output.
Play/Stop		Tap once to play an audio file and tap again to stop.
Record		Tap to start recording and tap again to stop.
Previous		Go to previous preset channel.
Next		Go to next preset channel.
Frequency Tuning		Tune the channel forward/backward at 0.05MHZ. Tap and hold to fast forward/backward scan.
Headset/ Speaker		Toggle between the Headset and Speakers.
Save		Save the current channel to Favorite list.

Tap **Menu** to access the following features:

- **Auto Scan:** Launch auto-scanning function.
- **Edit Channel:** Edit current focused channel. Tap and hold, then change the text on the channel to edit mode.
- **Edit Group:** Edit the current group.
- **Delete:** Delete current focused station.
- **Options:** You can adjust recording options such as output file format.
- **About:** Version info of this program.
- **Quit:** Exit FM Radio program.

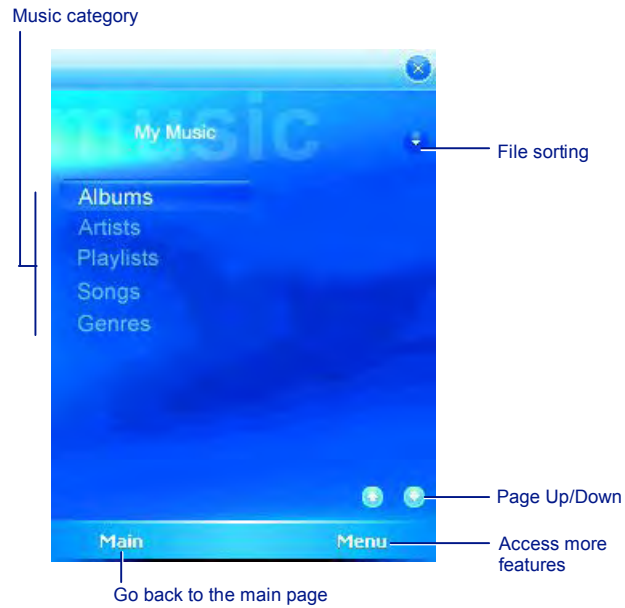
FM Radio will be muted during a voice call. Hanging up the voice call will resume the **FM Radio**.

8.2 My Music

My Music is a powerful music library management system. It can manage music files by album, artist, and genre. As a song or playlist is tapped, **Windows Media Player 10** is launched to play audio and video files stored on your Apollo.

You can play files in either **Windows Media** or **MP3** formats (this includes files with the extensions .asf, .wma, .wmv, and .mp3.) To find contents in Windows Media Format for your Apollo, please go to <http://www.windowsmedia.com>.

When launched for the first time, **My Music** scans all folders for all supported music files, and catalogs them into a music library for later use. For all subsequent launches, **My Music** just reads the media libraries, instead of scanning again. The media library is updated only if **Menu > Update Library** is tapped again. When a Mini SD card is inserted, as there is no library for this card, a dialog box pops up asking for rescan confirmation.



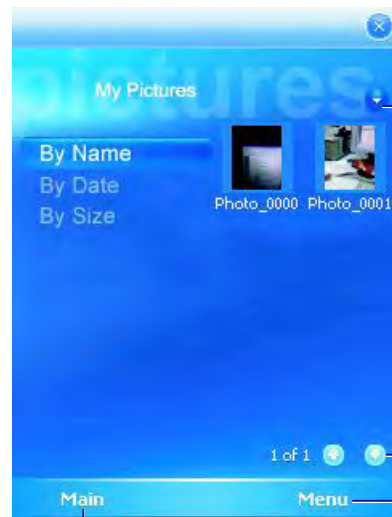
Tap **Menu** to access the following features:

- **Library:** Access **All** songs or songs saved in the **Device** or **Memory Card**.
- **Update Library:** Scan all folders to update the media library.
- **New PlayList:** Create a new Playlist.
- **Edit PlayList:** Edit a Playlist. The current highlighted Playlist will be edited.

8.3 My Pictures

My Pictures provides a simple thumbnail view of your photo. As a thumbnail picture is tapped, the camera album will be launched to view the selected picture. **My Pictures** supports JPEG and BMP. Pictures are saved to **My Documents\My Pictures** by default.

Picture category



File sorting

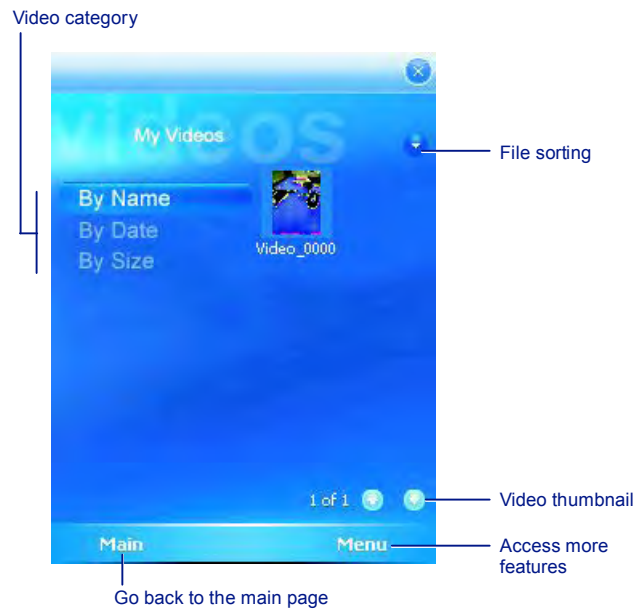
Photo thumbnail

Access more features

Go back to the main page

8.4 My Videos

My Videos provides a simple video browser and easy access to the camera video viewer. Use the navigation keys to navigate through thumbnails. As a thumbnail video is tapped, the camera video viewer will be launched to view the selected video. **My Video** supports video formats supported by Windows Media Player, and 3gp as well. Videos are saved to **My Documents\My Pictures** by default.



8.5 My Settings

Under **My Settings**, you may customize **Alarm**, **Sleep Timer**, and **Personalization** features.

Access more settings



Go back to the main page

Access more features

Alarm



Item	Description
Turn Alarm On	When this feature is selected, an input alarm time box is displayed.
Turn Alarm Off	Cancels the alarm.
Details	<ul style="list-style-type: none">• Occurrences: Settings include Once, Daily, and Weekdays.• Alarm type: settings include Buzzer, FM Radio, and Music. As music is selected, a file explorer pops up to ask for the location of the alarm music.• Snooze for: Time, in minutes, to snooze when the alarm goes off.• Volume

Sleep Timer

This sleep timer is for both the **FM radio** and **Windows Media Player**. When the sleep timer expires, the Media Center closes both **FM radio** and **Windows Media Player**.



Item	Description
Turn On	Starts counting down.
Turn Off	Turns off the Sleep timer .
Sleep Timer Off in	Press the Up or Down key to set the expiration time, in minutes.

Personalization

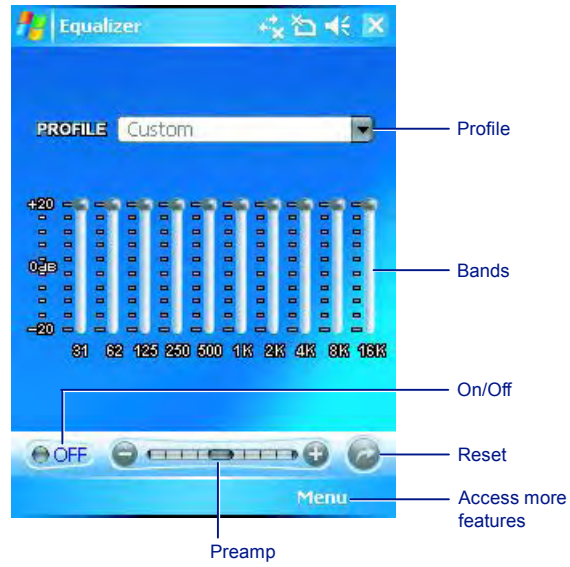
This feature allows you to change the background image or add text.





Item	Description
Theme	To change the background image.
Personal Image	When you select the Personal image tab, you can Select image & Add Text .

8.6 Equalizer

This graphic equalizer (for Windows Media Player 10 only) allows you to equalize music files played on your Apollo. It also provides many kinds of **Profiles**, such as **Bass**, **Classic**, **Dance**, **Electronic**, **Folk**, to enhance the pleasure of listening to music.



Item	Description
Profile	<p>Tap ▼ on the Profile to bring up the run down menu and use the stylus to select between 14 profiles.</p> <ul style="list-style-type: none"> To zero any modification on bands, select Default from the Profile lists. If you select a profile from the Profile lists and modify the db value of any bands, the type shown on the Profile box will change to Custom. <p> Please note The Profile box will remain on the former selected type (including Custom) the next time you go back to this application.</p>
Bands	There are 10 bands (31-16K). Use the stylus to drag and adjust the db parameters.
On/Off	Turn the Equalizer On or Off . When Equalizer is Off , Bands and Preamp will be disabled.
Preamp	Use the stylus to drag and adjust Preamp .  Please note If you adjust Preamp to the highest level, adjusting the individual bands will have no effect.
Reset	Press this icon to change the settings to Default .

Tap on **Menu** to access **Themes** and **About**:

- Theme**: Change **Background Color** and **Background Image**. Please refer to the following section.
- About**: Displays the product version.

Themes

Equalizer allows you to change photos and themes. The best photo size is 240X320. If the designated photo is smaller than 240X320, the space will be filled by the selected background. If the designated photo is larger than 240X320, the **Equalizer** will fit it into 240X320.

To go to **Theme**, tap **Menu > Theme** and select to change **Background Color** or **Background Image**.

- **Background Color:** Tap **Browse** to see the color palette. Tap the desired color and tap **OK** to confirm. The default color is black.



- **Background Image:** Tap **Browse** to connect to the picture selecting screen. Tap on the desired picture and tap **OK** to confirm. The file name will be displayed on the **Theme** dialogue box.



Chapter 9

Windows mobile applications

- 9.1 Outlook
- 9.2 Word Mobile
- 9.3 Excel Mobile
- 9.4 PowerPoint Mobile
- 9.5 Pictures & Videos
- 9.6 Calculator
- 9.7 Games
- 9.8 File Explorer
- 9.9 Searching for Files



9. Windows mobile applications

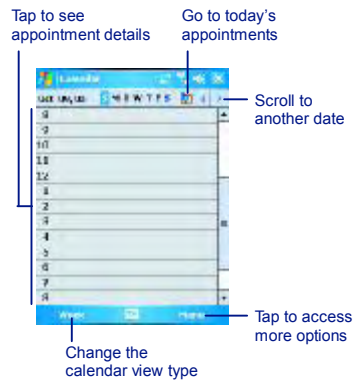
9.1 Outlook

The **Outlook** application allows you to synchronize **Outlook** data between your Apollo and PC. This data includes **Outlook E-mail** (for more information, see *Chapter 6. Messaging*), **Calendar**, **Contacts**, **Tasks** and **Notes**.

Calendar

Use **Calendar** to schedule appointments, including meetings and other events. You can check your appointments in one of several view types (**Day**, **Week**, **Month**, and **Agenda**) and set **Calendar** to remind you of appointments with a sound or other method. Appointments for the day can be displayed on the **Today** screen.

If you use **Outlook** on your PC, you can synchronize appointments between your Apollo and PC.



Create or change an appointment:

1. Select a view type from **Day**, **Week**, **Month**, **Year**, and **Agenda**. Tap **Menu > New Appointment**.



2. Enter the appointment details. When finished, tap **OK** to return to the calendar.



Send a meeting request

Use the Calendar to schedule meetings via e-mail with contacts who use Microsoft® Outlook or Outlook Mobile.

1. Tap **Start > Calendar**.
2. Schedule a new appointment, or open an existing one, and tap **Edit**.
3. Tap **Attendees**.
4. Tap the name of the contact you want to invite.
5. To invite each additional attendee, tap **Add** and tap the name.
6. Tap **OK**. The meeting request will be sent to the attendees the next time you synchronize your device with your PC.



Please note

When attendees accept your meeting request, the meeting is automatically added to their schedules. When their response is sent back, your calendar is updated.

Set a reminder for an appointment:

1. In the **Calendar**, tap the **Appointment > Reminder > Remind me**.



2. To change how many minutes before the appointment you are to be reminded, tap the minutes displayed.



3. To automatically set a reminder for all new appointments, in the calendar, tap the **Menu > Options > the Appointments tab > Set reminders for new items.**



Beam an appointment

To beam an appointment, in the calendar list, tap **Menu > Beam Appointment....** When using infrared (IR), align the IR ports between the devices so they are unobstructed & near each other.

Contacts

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

From the contact list, you can quickly communicate with people. Tap a contact in the list for a summary of contact information. From there, you can call or send a message.

There are several ways to organize your contacts. View contacts by name or company. Or, assign one or more category to contacts, so you can quickly filter them.

If you use Microsoft® Outlook on your PC, you can synchronize contacts between your device and PC.

Create a contact

1. Tap **Start > Contacts**.
2. Tap **New** and enter contact information.
3. When finished, tap **OK**.



Please note

- If your contact list has been filtered by a category when you create a contact, that category is automatically assigned to the new contact.

- If someone not on your list of contacts calls you or sends you a message, you can create a contact from **Call History** or from the message by tapping **Menu > Save to Contacts**.
- To include a nickname, title, and more, while creating a contact, tap the **Name** arrow. For an existing contact, tap the contact, tap **Menu > Edit**, and tap the **Name** arrow.
- If most of the contacts you create have phone numbers that begin with the same area code, in the contact list, tap **Menu > Options** and enter that area code in the **Area code** box.

Find a contact

1. Tap **Start > Contacts**.
2. If you are not in **Name** view, tap **Menu > View By > Name**.
3. Do one of the following:
 - Begin entering a name or phone number in the provided text box until the contact you want is displayed. To show all contacts again, tap the text box and clear the text, or tap the arrow to the right of the text box.
 - Use the alphabetical index displayed at the top of the contact list.
 - Filter the list by categories. In the contact list, tap **Menu > Filter**. Then, tap a category you've assigned to a contact. To show all contacts again, select **All Contacts**.

! **Please note**

- To search for a contact by entering a name or number, or by using the alphabetical index, you must be in Name view. To switch to Name view, tap **Menu > View By > Name**.
- You can locate your contacts by the name of the company they work for. In the contact list, tap **Menu > View By**, and tap **Company**. Tap the company to see contacts who work there.
- When working in Company view, you can filter by categories you've assigned to contacts. Then, only the companies with contacts that have that category assigned to them will appear on the list.

Beam a contact

To beam a contact on the contact list, tap and hold the contact. On the pop-up menu, tap **Beam Contact**.

When using infrared (IR), align the IR ports between the devices so that they are unobstructed and within close range.

To change options:

1. On the contact list, tap **Menu > Options**.
2. To increase the available space for displaying contacts on the list, uncheck **Show alphabetical index** tabs.
3. The area code and country/region for new contacts are automatically entered based on the information in **Country/Region** settings.

Using the summary screen

When you tap a contact on the contact list, a summary screen is displayed. To change the contact information, tap **Edit**.

Tasks

Use **Tasks** to keep track of errands. A variety of task information can be displayed on the **Today** screen. If you use **Microsoft® Outlook** on your PC, you can synchronize tasks between your device and PC.

Create a task:

1. Tap **Start > Programs > Tasks**.
2. Tap **New**, enter a subject for the task and fill in information such as start and due date.
3. When finished, tap **OK**.

! **Please note**

An easy way to create a task is to copy an existing one. In the task list, select the task you want to copy. Tap **Menu > Edit > Copy**, and then tap **Menu > Edit > Paste**.

You can easily create a short, to-do type task. Simply tap the **Tap here to add a new task** box, enter a subject, and press **Enter**. If the task entry box is not available, tap **Menu > Options** and select the **Show Tasks entry bar** check box.

In the Calendar and Tasks programs, you can set reminders to notify you in advance of appointments and task due dates.

1. From the program, tap the item you want to set a reminder for.
2. Tap **Edit**, and in the **Reminder** box, tap **Remind me**.

In Calendar, the default reminder is set 15 minutes before an appointment.

In Tasks, the default reminder is set at 8:00 of the day a task is due.

3. Tap **OK**.



Please note

To set a reminder for a task, you must first enable the sounds for Notifications by tapping **Start > Settings > the Personal tab > Sounds & Notifications**.

Beam a task

To beam a task, in the task list, tap and hold the task. On the pop-up menu, tap **Beam Task**.

Notes

Notes help you to quickly capture ideas, notes, and thoughts. You can create a note using written and typed text, drawings, and recordings. You can also share your notes with others through E-mail, infrared, and PC synchronization.

To create documents with advanced formatting or templates, such as bulleted lists and tabs, use word processing software developed for your device, such as Word Mobile.

To create a note:

1. Tap **Start > Programs > Notes > New**.
2. Create your note by writing, drawing, typing, and recording. See 2.7 *Entering information* about using the input panel, writing and drawing on the screen, and creating recordings.
3. To insert the date in a note, deselect and make sure that no drawings are selected. Next, tap and hold anywhere on the note and tap **Insert Date**.

To send a note by E-mail:

In the Notes, Word Mobile, Excel Mobile, PowerPoint Mobile, and Pictures programs, you can send files and information to other devices via E-mail.

1. First you must set up **Messaging** to send and receive messages.
2. From the program, select the item you want to send.
3. Tap **Menu > Send via E-mail**. A new message is created with the item attached.
4. Enter the recipient name and subject and tap **Send**. The message will be sent the next time you synchronize your device.

Beam a note

To beam a note, on the note list, tap and hold the note. On the pop-up menu, tap **Beam File**.

Change options:

1. In the note list, tap **Tools > Options**.
2. From the template list, you can select a pre-designed template to use with all new notes.
3. If you store most of your notes and recordings on a memory card, in **Save to**, tap **Memory card** to have new items automatically saved to the card.

9.2 Word Mobile

You can create and edit documents and templates in **Word Mobile**, just as you would do in **Word**, on your PC. **Word Mobile** documents can be saved as .psw, .doc, .rtf, or .txt files. After you close a document and name it, the document is automatically placed on the **Word Mobile** document list.

Synchronizing Word Mobile documents

Word Mobile documents can be synchronized with Word documents on your PC. To synchronize files, select the file type for synchronization in ActiveSync Options settings on your PC. When you select **Files**, a **My Documents** folder is created on your PC's desktop. Place all the files you want to synchronize with the device in this folder. Please note that password-protected files cannot be synchronized.

All **Word Mobile** files stored in **My Documents** and its subfolders are synchronized with the PC. **ActiveSync** will convert the documents during synchronization. When you delete a file on your PC or your device, the file will be deleted in the other location the next time you synchronize. For more information on synchronization, or file conversion, see **ActiveSync Help** on the PC.

Document conversion

Word documents (.doc) and templates (.dot), created in Word 6.0 or later on the PC, are converted to Word Mobile documents (.psw) and templates (.psw). The conversion takes place during these actions:

- During file synchronization.
- When you copy a **Word** file from the PC to your Apollo.
- When you open an E-mail message, with an attached Word file, on your device.

Word Mobile documents are converted to Word documents when they are synchronized or copied back to the PC. During conversion from Word to Word Mobile, most simple text and paragraph formatting will be retained and displayed, but some formatting attributes can be changed or lost.

9.3 Excel Mobile

Not only can you edit Excel workbooks and templates created on your PC, you can create and edit workbooks and templates on your device with Excel Mobile.

- View, edit, and create charts & graphs, that can be embedded as objects in a worksheet or placed on a separate worksheet.
- Enter formulas and functions and then filter data to see the desired subset of information.
- Split panes to view different parts of a worksheet at the same time.
- Freeze the top and left-most panes in a worksheet to keep row and column labels or other data visible as you scroll.

When you close a newly created workbook, it is automatically named and placed in the Excel Mobile workbook list. You can easily rename the workbook and move it to another folder or a memory card.



Please note

Work in full-screen mode to see as much of your workbook as possible. Tap **View > Zoom** and select a percentage so that you can easily read the worksheet.

Synchronizing Excel Mobile workbooks

Excel Mobile workbooks can be synchronized with Excel workbooks on your PC. To synchronize files, select the file type for synchronization in ActiveSync Options settings on your PC. When you select **Files**, a **My Documents** folder is created on your PC's desktop. Place all the files you want to synchronize with the device in this folder. Password-protected files cannot be synchronized.

All **Excel Mobile** files stored in **My Documents** and its subfolders are synchronized with the PC. **ActiveSync** converts documents during synchronization.

When you delete a file on your PC or device, the file will be deleted in the other location the next time you synchronize. For more information on synchronization or file conversion, see **ActiveSync Help** on the PC.

Workbook conversion

Excel files (.xls) and templates (.xlt), created in Excel version 5.0/95, or later, on the PC, are converted to Excel Mobile workbook (.pxl) or template (.pxt) files. The conversion takes place during the following actions:

- File synchronization.
- When you copy an Excel file to your device from the PC.
- When you open an E-mail message with an Excel file attached.

Excel Mobile workbooks are converted to Excel workbooks when they are synchronized or copied back to the PC.

During conversion from Excel to Excel Mobile, most simple text and paragraph formatting will be retained and displayed, but some formatting attributes can be changed or lost.

9.4 PowerPoint Mobile

With PowerPoint Mobile, you can open and view slideshow presentations created on your PC. Whether the presentation is opened from an e-mail message, downloaded from a file share or the Internet, copied to the device via a memory card, or obtained by synchronizing with your PC, slideshows created in *.ppt and *.pps format with PowerPoint '97 and later can be viewed on your device.

Many presentation elements built into the slide shows, such as slide transitions and animations, will play back on the device. If the presentation is set up as a timed slide show, one slide will advance to the next automatically. Links to URLs are also supported.

PowerPoint features not supported on the device include:

- Notes: Notes written for slides will not be visible.
- Rearranging or editing slides: PowerPoint Mobile is a viewer only.
- Files created in *.ppt format earlier than PowerPoint '97 and HTML files in *.htm and *.mht formats are not supported.

Starting a slide show presentation

1. Tap **Start > Programs > PowerPoint Mobile**.
2. In the presentation list, tap the slide show you want to view.
3. Tap the current slide to advance to the next slide.

Please note
If the presentation is set up as a timed slide show, slides will advance automatically.

Changing the slide show orientation

1. Tap **Start > Programs > PowerPoint Mobile**.
2. Open the presentation you want to view, tap **▲ arrow > Show options**.
3. Tap the **Orientation** tab and select the orientation you want.

Please note
Tap **Default** to view the presentation in the orientation that best fits the size and shape of the device screen.

Navigate between slides

If a presentation is set up as a timed slideshow, slides will advance automatically. However, if the presentation is not timed, or you simply want to go to another slide out of sequence, you can do that easily in a **PowerPoint Mobile** presentation.

1. Tap **Start > Programs > PowerPoint Mobile**.
2. Open the presentation you want to view, tap ▲ arrow > **Go to Slide**.
3. Tap the slide you want to view. Simply tap the current slide to go to the next one.



Please note

If you have zoomed in to see a slide in more detail, you cannot navigate to another slide until you zoom out.

Tapping **Next** or **Previous** may play an animation on a slide rather than navigate to another slide.

Set slideshow playback options

You can override some of the playback options stored in a PowerPoint presentation.

1. Tap **Start > Programs > PowerPoint Mobile**.
2. Open the presentation you want to view, tap ▲ arrow > **Show Options**.
3. Tap the **Playback** tab, select the **Override playback options for all files** check box, and do any of the following:

- To turn off builds and other animations, select the **Show without animation** check box.
 - To prevent slide transitions, select the **Show without slide transition** check box.
 - To use the timings recorded with each slide in a presentation, select the **Use slide timings, if present** check box.
 - To automatically advance to the first slide after the last in a presentation, select the **Loop continuously** check box.
4. Tap **OK**.



Please note

To turn the presentation into a continuously looping slideshow, select both the **Use timings, if present** and the **Loop continuously** check boxes.

Stop a slide show presentation

In the PowerPoint presentation, tap ▲ arrow > **End Show**.

Zoom in and out in a slide

Zoom in to see a portion of a slide in more detail and zoom out to see the entire slide.

1. In a PowerPoint Mobile presentation, tap ▲ arrow > **Zoom In**.
2. Do one of the following:
 - To zoom in another level, tap 🔍.
 - To zoom out, tap 🔍.
 - To return to the slideshow, tap 🔍.



Please note

- If the presentation is set up as a timed slideshow, the presentation will pause during zoom.
- To view content not visible on the device screen during zoom, simply tap the slide and drag it up, down, or to either side, until the content is visible.

9.5 Pictures & Videos

Use the Pictures & Videos program to take, view, and edit pictures as well as record and launch video clips stored on your device or memory card. You can also send pictures and video clips to others, or set a picture as the background on the Today screen. You can see your pictures individually, as thumbnails, or as part of a slideshow. You can edit pictures by cropping, rotating, and adjusting the brightness and contrast.

Transferring pictures

Pictures stored on your PC can be synchronized with Pictures & Videos on your device. Picture synchronization is not automatically selected in ActiveSync; you need to tap the sync option Files in ActiveSync on your desktop PC.

Finding and listing pictures:

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap **My Pictures** and select a folder from the drop-down menu.

View pictures and launch video clips:

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the picture or video clip you want to see.
3. To view pictures or launch video clips stored on a memory card, tap the folder list (labeled **My Pictures** by default) and tap the appropriate memory card option.
4. To view pictures or launch video clips stored in the **My Pictures** folder on your device, tap **My Pictures**.



Please note

To quickly assign a picture to a contact while viewing a picture, tap **Menu > Save to contact**, tap the name of the contact and tap **OK**.

Sort pictures and video clips

If you store a large number of pictures or video clips on your device, you may find it helpful to sort them to quickly find a specific picture or clip. You can sort by name, date and size.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the sort list (labeled **Date** by default) and select the item you want to sort by.

Deleting an image

Hold the stylus firmly on the file name of the picture you want to delete. Select **Delete** from the pop-up menu.

Edit pictures

You can rotate, crop, zoom and adjust the brightness and color contrast of your pictures.

1. Tap **Start > Programs > Pictures & Videos**.
2. Tap the picture you want to edit.
3. Tap **Menu > Edit** and do any of the following:
 - To rotate a picture 90 degrees counterclockwise, tap **Rotate**.
 - To crop a picture, tap **Menu > Crop**. Then, tap and drag to select the area to crop. Tap outside the box to stop cropping.
 - To adjust the brightness and contrast levels, tap **Menu > AutoCorrect**.

Set pictures as background

You can use your own picture as the background on the Today screen, and specify how you want it displayed on the screen, such as by adjusting the transparency level.

1. Tap **Start > Programs > Pictures & Videos**.
2. Select the picture you want to set as the background.
3. Tap **Menu > Set as Today Background**.
4. In **Transparency**, select a higher percentage for a more transparent picture or a lower percentage for a more opaque one.
5. Tap **OK**.

9.6 Calculator

Your phone has a calculator application that allows you to do basic math. To use the calculator, tap **Start > Programs > Calculator**.

9.7 Games

Your phone is designed to provide you some entertainment with games. To access these games, tap **Start > Programs > Games**.

9.8 File Explorer

This feature allows you to view and manage all files saved in your Apollo or memory card. To access File Explorer, tap **Start > Programs > File Explorer**. Select the source where the files are saved.

To sort files by type, tap **Sort by** and select a method: **Name**, **Date**, **Size** and **Type**. Tap **Up** to go up a level in the file hierarchy.

Tap Menu to access more options:

Option	Description
My Documents	Displays files saved in My Document .
Open Path	Create a new path to open a file.
Send via E-mail	Send the selected document via E-mail.
Beam File	Send the file via Infrared or Bluetooth.
Refresh	Refresh the document display screen.
Show All Files	Show all the stored files.
New Folder	Create a new folder.
Rename	Rename a file.
Delete	Delete a file.
Edit	Manage the file list by using Undo , Cut , Copy , Paste , Paste Shortcut , and Select All .

9.9 Searching for Files

This feature allows you to search for a file easily.

To find a file:

1. Tap **Start > Programs > Search**.
2. Enter the file name in the **Search for** field and select a file type in the **Type** field.
3. Tap **Search** to start searching and the results will be displayed in the **Results** field.



Chapter 10

Applications

- 10.1 O₂ Connect
- 10.2 O₂ SMS Plus
- 10.3 ClearVue PDF
- 10.4 JAVA Midlet



10. Applications

Your phone comes with a number of additional applications. These smart, powerful applications allow you to manage your phone more conveniently. The applications include O₂ Connect, O₂ SMS Plus, ClearVue PDF and JAVA Midlet.

10.1 O₂ Connect

O₂ Connect gives you direct access to everything O₂ by keeping you updated on the latest products, promotions, software upgrades, downloads, helpdesk numbers, repair center locations, and tips & tricks to enhance your mobile lifestyle.



Accessing O₂ Connect

You can access O₂ Connect via **ActiveSync**, GPRS or Wireless LAN. Once connected, you can synchronize information to your device and read it offline. If you find an item in O₂ Connect that to download, you can do so and install it instantly, or choose to install later.



Options

Some content items require a user name and password. You can save this user name and password on your device so you don't have to enter them again; simply tap **Tools > Options** and then enter your user name and password when prompted.

You can program the device to receive O₂ Connect updates at **1, 2, 4, 8** and **12-hour** intervals through an ActiveSync connection, or choose between **6** and **12-hour** intervals through an active Internet connection.

Enabling/Disabling O₂ Connect

To disable O₂ Connect, tap **Tools > Options** and then select **Stop O₂ Connect service**.

To enable O₂ Connect, tap **Tools > Options** and then select **Start O₂ Connect service**.

By default, if your Apollo is connected to the Internet via ActiveSync, O₂ Connect will make a connection to the O₂ Server every 4 hours to refresh contents. You will always have access to the latest information.



10.2 O₂ SMS Plus

O₂ SMS Plus is an alternate SMS application that lets you:

- Send and receive SMS messages via a chat-style user interface
- View incoming and outgoing SMS messages in the same list window
- Write an SMS and schedule its delivery
- Send SMS messages to multiple recipients
- Send and receive vCard contacts via SMS from compatible devices supporting SMS vCard transmission; and
- Search for SMS messages that contain a search string.

Opening O₂ SMS Plus

To access O₂ SMS Plus, simply tap **Start > Program > O₂ SMS Plus**.

When you open **O₂ SMS Plus**, you will see a message list window on your screen. You can control this list window to display

- Received messages only
- Sent messages only
- Messages from a selected contact only
- Both received and sent messages
- Unread messages only



! **Please note**
Unread messages will be displayed in bold.

To read a message, simply tap on the message or use the appropriate directional keys on the navigation pad to highlight it and then press the action key. Alternatively, you can navigate to the message in the list window and see the full message displayed as a "ticker tape", scrolling across the screen, without opening.

Chatting with Contacts

To chat with someone on your contact list, follow these simple steps:

1. Select **Menu > Chat > Other**.
2. In the **"To"** field, enter the destination phone number or select a name from the contact list by tapping **"To"** or **Edit > Select Contact**.
3. Compose your message. To enter a preset text message, tap **Insert My Text** and select the appropriate message. To enter emoticons, tap **Edit > Insert Emoticons**.
4. Tap **Send**.

Scheduling messages

To schedule SMS to be sent at a chosen date and time, follow these steps:

1. Select **Menu > Set Schedule**.
2. Scheduled SMS window displays. To create a schedule, select **Menu > Add**.
3. The message window displays.
4. In the **"To"** field, select a name from the contact list by tapping **"To"** or **Menu > Select Contact**.
5. In the **"Date"** and **"Time"** fields, select the date and time to send.

6. Compose your message. To enter a preset text message, tap **"My Text"** and select the appropriate message. To enter emoticons, tap **Menu > Insert Emoticons**.
7. Tap **OK** when done.

Sending group messages

To send SMS to a group of people, follow these steps:

1. Select **Menu > Group SMS**.
2. In the **"To"** field, select a name from the contact list by tapping **"To"** or **Menu > Edit Recipients** to select groups. A group window is displayed. Check the groups you want to include in the recipient list.
3. To select individual contact names, tap **Menu > Insert Contact**.
4. Tap **Done** to exit the select group window.
5. Compose your message. To enter a preset text message, tap **Insert My Text** and select the appropriate message. To enter **Emoticons**, tap **Edit > Insert Emoticon**.
6. Tap **Send**.

10.3 ClearVue PDF

ClearVue PDF displays Portable Document Format files. These files usually have a .pdf extension.

To open a PDF file

1. Launch ClearVue PDF by tapping **Start** > **Programs** > **ClearVue PDF**.
2. Tap **File** > **Open** to view a list of .pdf files on your Apollo > Tap the file you want to view.

Moving around in a document

When a document is larger than one screen, scroll bars enable you to move around. You can navigate around a .PDF file in the following ways:

- Tap the up/down and right/left arrows to move one line in the desired direction. You can also use the navigation pad to move around the screen.

- Click and hold the space between the arrow and the scroll bar to move one screen to the desired position.
- Use the left, right, up and down arrow keys on the soft keyboard to move to the desired position.
- You can also tap and hold and then drag the screen to move around the document to the desired position.

The Zoom feature

The **Zoom** feature allows you to enlarge or reduce the document content on display. **Zoom** is available from the **View** menu.

To get a different view of a document, select from the preset **Zoom** settings or choose **Custom Zoom**.

10.4 JAVA Midlet

Your Apollo supports Java 2 Edition, J2ME. The MIDlet Manager allows you to download Java applications, such as games and tools specifically designed for mobile devices. The Java MIDlet Manager gives you a high level of flexibility when installing and managing additional J2ME applications from the Internet.

Installing from the Internet

You can install MIDlets/MIDlet suites directly from the Internet using Internet Explorer in conjunction with the MIDlet Manager.

1. Connect to the Internet in the following ways:

- Tap **Start > Programs > Java > Menu > Install > Browser.**



- Tap **Start > Programs > Java > Menu > Install > URL.**

- Alternatively, launch Internet Explorer.



2. Locate a MIDlets/MIDlet suite you wish to download (this is normally .jad or .jar).
3. Select the MIDlets/MIDlet suite and download it.
4. You will be asked to confirm before the download begins.
5. A progress screen is displayed while files are downloaded. You can cancel the download at any time.

Once your download is completed, the MIDlet Manager will automatically start and prompt you to install your new MIDlets/MIDlet suite. You must confirm that you want to proceed; the installation of your MIDlets/MIDlet suite is then completed. Alternatively, you can cancel installation at any time.

Installing MIDlets from a PC

You can install **MIDlets/MIDlet** suite onto your Apollo from your PC using the USB cable, infrared or Bluetooth. **MIDlets** transferred to your Apollo using infrared, Bluetooth, or as E-mail attachments are, by default, saved in the **My Documents** directory.

To install **MIDlets** via a physical connection (USB cable or cradle), use Windows Explorer to copy your MIDlet file(s) from your PC to **My Documents** on your device.

Once the file(s) have been copied to your Apollo, you must install the MIDlet/ MIDlets suite:

1. Tap **Start > Programs > MIDlet Manager > Menu > Install > Local Files**.
2. The Install screen will open, presenting a list of all available MIDlets/MIDlet suites.
3. Select one and choose Install from the pop-up menu. You will be prompted to confirm your choice.

Running MIDlets

1. Tap **Start > Programs > MIDlet Manager**.
2. Select a suite and press **Launch** to run the MIDlet. The MIDlets/MIDlet suite you selected will open within the MIDlet Manager window.

Stopping MIDlets

Some MIDlets have an exit or stop command within their menu structure, depending on the MIDlet software developer.

Chapter 11











Settings













- 11.1 **Personal settings**
- 11.2 **System settings**
- 11.3 **Connection settings**













11. Settings

The following is an overview of the Settings menu.

Personal		
 Buttons	 Input	 Menus
 MSN Options	 Owner Information	 Lock
 Phone	 Sounds & Notifications	 Today
 Voice Speed Dial		

System		
 About	 Backlight	 Certificates
 Clock & Alarms	 Error Reporting	 GPS
 Memory	 Power	 Regional Settings
 Remove Programs	 Screen	 System Info

Connections		
 Band Switch	 Beam	 Bluetooth
 Connections	 CSD Line Type	 GPRS Setting
 Network Cards	 Wi-Fi Utility	 Cell Broadcast Setting
 Wireless Manager		

11.1 Personal settings



Buttons

To customize the program hardware buttons to open your most frequently used programs:


1. Tap the **Start** > **Settings** > the **Personal** tab > **Buttons** > the **Program Buttons** tab.
2. Under **Select a Button**, tap the button you want to assign to a program and then select a program from **Assign a Program**.

In the **Up/Down Control** tab, **Delay before First Repeat** changes the time elapsed before scrolling begins. **Repeat Rate** changes the time it takes to scroll from one item to the next. Press and hold the Up/Down control to scroll through the items, in a list, to adjust.



Input

1. Tap **Start** > **Settings** > the **Personal** tab > **Input**.
2. On the **Input Method** tab, select a desired input method. On the **Word Completion** tab, select the desired settings for word completion. On the **Options** tab, select the desired options for writing and recording. These options apply to any program on the device where you can record or write.

You can also change input options by tapping the  arrow and **Options**.



Menu

Only 7 programs are allowed in the Start menu. To add frequent programs to the Start menu:

1. Tap **Start** > **Settings** > the **Personal** tab > **Menus**.
2. Select the programs you want, then tap **OK**.

MSN Options

Under MSN Options, you can configure settings for MSN applications.

Option	Description
General	To increase phone security, you can select Clear Saved Password .
Hotmail	Select the E-mail delivery options , filtering level of junk mail, and choose whether to activate Download new e-mail automatically .
Messenger	Enter your display name when you sign in to MSN Messenger.
SMS	Select to activate SMS for receiving MSN Messenger messages when data connection is temporarily unavailable.
Switch User	Press Switch User button to sign in with a new login name.

Owner Information

1. Tap **Start > Settings > the Personal tab > Owner Information**.
2. On the **Identification** tab, enter your personal information.
3. On the **Notes** tab, enter any additional text you want to display when the device is turned on, such as: "Welcome!"
4. On the **Options** tab, select which message will display when your Apollo is turned on.

Lock

A strong password must have at least 7 characters that are a combination of uppercase and lowercase letters, numbers, and punctuation.

1. Tap **Start > Settings > the Personal tab > Lock**.
2. To enable this function, select how long your mobile device must be turned off before the password is required for using the device by tapping **Prompt if device unused for**.
3. Select the type of password you want: Simple 4-digit or Strong alphanumeric.
4. Enter the password and:
 - If your device is configured to connect to a network, use a strong password to help protect network security.
 - If you forget your password, you must hard reset before you can access your device. This will erase all files and data created and programs installed. For more information about clearing memory.
 - If you've used ActiveSync to create a backup file, all program data can be restored.

Phone

You can easily view and change settings, such as ring type, ring tone and keypad tone. You can also protect your phone from unauthorized use. There are two ways to change phone settings:

- Tap **Start > Settings > the Personal tab > Phone**.
- To change phone settings from the Phone keypad, tap **Menu > Options**.

Phone tab

Under the Phone tab, you can set up the following items:

Ring type

You can change the way you are notified of incoming calls. For example, you can choose to be notified by a ring, vibration, or combination of both. Tap the **Ring type** list and select the desired option.

Ring tone

Tap the **Ring tone** list, then select the sound you want to use.

1. To set .wav or .mid files as ring tones, use ActiveSync on your PC to copy the file to the Windows\Rings folder on your device. Select the sound from the **Ring tone** list.
2. To download ring tones, you can make a connection to the Internet and download ring tones compatible with .wav or .mid.

Keypad tone

You can change the tone you hear when entering a phone number on the keypad. If set to **Long tones**, the tone is heard continuously for as long as the number on the keypad is pressed. If set to **Short tones**, the tone is heard only for one or two seconds.

1. Tap the **Keypad** list, then select the option you want.
2. To prevent tones from being heard when entering a phone number, select **Off**.

Security

You may check the **Require PIN when phone is used** option to enhance your phone security. Tap **Change PIN** to change your SIM PIN number.

Services tab

The Services tab is primarily used to set options for incoming calls, such as **Call Forwarding**, **Call Waiting**, and **Caller ID**. To change service settings from the phone dial screen, tap **Menu > Options > the Services tab > select a service > Get Settings**.

Option	Description
Call Barring	Blocks incoming and/or outgoing calls.
Caller ID	Displays your name and/or phone number for outgoing calls.
Call Forwarding	Forwards all or selected incoming calls to a different number.
Call Waiting	Notifies you of an incoming call while you are on the phone.
Voice Mail/SMS	Set up voice mail and SMS service center number.

Network tab

With network settings, you can view available networks, determine the order in which your Apollo accesses another network (if the current one is unavailable) and specify whether you want to change networks manually or automatically. The current network will remain active until you change it, lose your signal, or change your SIM card.

The network currently in use will be listed at the top of the screen. When your current network is unavailable, tap Select Network to select an alternate.

Sounds & Notification

Turning off sounds and notifications helps conserve battery power. To change the ring type and volume:

1. Tap **Start** > **Settings** > the **Personal** tab > **Sounds & Notifications**.
2. On the **Sounds** tab, you can select the desired actions.
3. On the **Notifications** tab, you can customize how you are notified about different events. Select the event name and type of reminder. You can select a special sound, a message, or a flashing light.

Today

To change the theme of your **Today** screen:

1. Tap **Start** > **Settings** > the **Personal** tab > **Today**.
2. On the **Appearance** tab, select the desired theme. To use your own background, select **Use this picture as the background**, then tap **Browse** to locate the desired file.
3. Choose a folder, then tap the file you want and tap **OK**.

Please note

The recommended picture size for the background is 240x320 in JPEG format. To beam a theme to a friend, select the desired theme and tap **Beam** on the Appearance tab.

Customizing the displayed information:

1. Tap **Start** > **Settings** > the **Personal** tab > **Today** > the **Items** tab.
2. Select the information you want displayed on the **Today** screen.
3. To customize the information further, select an information type and tap **Options** (not available for all information types).



Voice Speed Dial

You can record voice tags to dial a phone number or launch programs by speaking to the device.

There are three ways to create a voice tag. To create a voice tag for a phone number.





1. Tap **Start** > **Contacts** and select the contact person by pressing and holding down to add a voice tag.

- Alternatively, select the contact person and press **Menu** > **Add Voice Tag**.
- Press the contact person and select the phone number. On the right side, press the **Menu** to select **Add Voice Tag**.




2. You can also tap **Start** > **Settings** > **Voice Speed Dial** and go to the **Contacts** page.



3. Select one contact and then press  to create a voice tag.
4. If the contact person has multiple phone numbers, select one to create a voice tag.
5. Tap . After the beep sound, it will start to record your voice. The system will now build the recorded voice tag.
6. When prompted, if the voice tag was successfully built, a voice tag icon will be displayed on the right of the item.
7. You can rebuild a voice tag by tapping  again.
8. To delete a voice tag, select the item and tap ; the system will then remove this item's voice tag.



 **Please note**
To improve your accuracy, please record in a quiet place.



To create a voice tag for a program:

1. Tap **Start > Settings > Voice Speed Dial > Application** tab.
2. This setting page will display all installed applications on the Pocket PC's Start menu and **Programs** folder.




Please note

If the entry has a voice tag icon on the right side, this means that you have built a voice tag for this item.

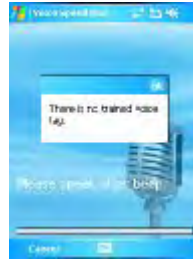
3. Example: To create a voice tag for "Internet Explorer".
4. Launch **Voice Speed Dial**, tap **Application** setting page.
5. Go to **Internet Explorer**.
6. Tap .
7. After the beep, say "IE".
8. The system will now build the recorded voice tag.
9. After the voice tag is successfully built, a voice tag icon will be displayed on the right of the item.
10. You can launch **Voice Speed Dial**; after the beep sound, say "IE" directly to launch "Internet Explorer".
11. You can rebuild the voice tag by tapping  again.



To delete a voice tag, select the item and tap  ; the system will remove this item's voice tag.




To make a call or launch programs using a voice tag:

1. Tap **Start > Programs > Voice Speed Dial** or long press the **Down volume key** on the left side of the Apollo.
2. After the beep, say the word that you have assigned to the phone number or programs you want to call. The Pocket PC will play back the recorded voice tag and dial out or launch programs automatically.
3. If the system fails to recognize the voice, try again; speak more clearly and reduce surrounding noise, if possible.



11

To view and play voice tags:

1. Tap **Start > Settings > Voice Speed Dial > Voice Tag**.
2. The system will list all voice tags here.
3. Select the item.
4. You can tap these buttons as below:
 -  : The system will play the created voice tag.
 -  : You can re-record the voice tag.
 -  : The system will remove this item's voice tag.



11.2 System settings

About

The Version tab displays important device information, including amount of memory installed. On the Device ID tab, you may need to change the device name if unable to connect to a network because another device, with the same name, is already connected.

1

Backlight

Using the backlight, on battery power, substantially reduces battery life. Tap **Start > Settings > the System tab > Backlight**.

- Tap the **Battery power** tab to turn ON/OFF the backlight when using battery power.
- Tap the **External power** tab to turn ON/OFF the backlight when using external power.
- Tap the **Brightness** tab to adjust the brightness level.

Certificates

This item displays the name of the certificate issuer and expiration date.

Clock & Alarms

Tap **Start > Settings > the System tab > Clock & Alarms**.

- If you visit a particular time zone often, select it as your **Visiting time zone** on the **Time** tab so you can quickly see the correct date and time.
- You can use your device as a travel alarm clock by setting a wake-up alarm on the **Alarms** tab. Tap the alarm icon to select the type of alarm.
- To change the way the date or time is displayed on your Apollo, go to **Regional Settings** by tapping **Start > Settings > the System tab > Regional Settings**.

Error Reporting

This feature allows you to report system errors to the Microsoft Help Center. Tap **Start > Settings > the System tab > Error Reporting** and select **Enable/Disable Error Reporting**.

GPS

Under the **Programs** tab, you can choose the port your phone uses for GPS data.

Under the **Hardware** tab, you can specify the hardware port to which your GPS device is connected. Settings include **GPS hardware** port and **Baud rate**.

Under the **Access** tab, you can activate **Manage GPS automatically**. You are strongly advised to activate this feature; doing so will enable Windows Mobile to manage access to your GPS device, and allows multiple programs to obtain GPS data simultaneously.

Memory

You may need to stop a program if it becomes unstable or the program memory is low. Tap **Start > Settings > the System tab > Memory**.

- The **Main** tab displays the amount of memory the system has allocated to file and data storage versus program storage. This tab also displays the amount of memory in use versus the available memory.
- The **Memory Card** tab displays how much memory is available on the storage card inserted in your device.
- The **Running Programs** tab displays the list of currently active programs. You can stop a program by selecting it on the list and tapping **Stop**, or just tap **Stop All** to stop all programs.

You may need to stop a program if it becomes unstable or program memory is low.

Power

Tap **Start > Settings > the System tab > Power**.

- The **Battery** tab displays the battery power remaining. Battery power depends on battery type and usage.
- On the **Advanced** tab, you can select options for turning off your device to conserve battery power.



Regional Settings

This feature allows you to customize the unit and format for your current region. To access this feature, tap **Start > Settings > the System tab > Regional Settings**.



Remove Programs

Remove Programs allows you to uninstall programs saved in your phone's storage memory. It also shows total available storage memory. Select a program that you want to remove from the program box and tap **Remove**.



Screen

Under the **General** tab, you can adjust the screen's orientation and alignment. For more information, please refer to *Chapter 1. Before using your O₂ Apollo*.

Under the **Clear Type** tab, you can select **Enable Clear Type** to smooth the edges of screen fonts for many programs.

Under the **Text Size** tab, you can adjust the text size to see more content or increase the readability in many programs.



System Info

This feature displays system information.

11.3 Connection settings

For detailed information, please refer to *Chapter 4. Connecting to the Internet*

Chapter 12

Managing your Apollo

- 12.1 Self Diagnostics
- 12.2 Auto-Configurator
- 12.3 Setup Wizard
- 12.4 Download Agent
- 12.5 Installing my own applications
- 12.6 AutoInstaller



12. Managing your Apollo

12.1 Self Diagnostics

You can perform self-diagnostics, selectively or fully.

There are two test options: You can tap **Menu** to select all test items and tap run to start a comprehensive test. You can also select desired testing items by checking the boxes.

2

12.2 Auto-Configurator

This application provides a user-friendly way to set up operator specific settings, including GPRS, WAP, and MMS.



The auto-configuration process can be performed as soon as the SIM card is accessible. It is activated 2 ways.

1. During every cold/warm boot, the operator ID obtained from the SIM card will be compared with the current setting. If they don't match, a dialog box will ask if you want to perform network configuration now. Once confirmed, the auto-configurator will be launched to configure your device to the current preferred network.
2. When the auto-configurator is launched via the Programs menu, the same detection process will be carried out and possible selections will be listed in the preferred network.



Please note

The Auto-Configuration process is started only when the device is in the HOME network (not international roaming).

12.3 Setup Wizard

This application provides a user-friendly way to set up the device after every cold boot. Settings include owner's data, regional settings, network, E-mail settings, screen settings (text size, backlight), sound settings (ring tone, ring tone volume, system volume), button assignment, infrared beam, today theme, and camera settings.

The setup wizard should be launched immediately after exiting the Microsoft Welcome program. It is also available as an application in the Program menu.

Settings

Option	Description
Owner's Data	Owner's name, company name, owner's address, telephone number, and E-mail address
Regional Settings	Country
Network	GPRS, MMS & WAP network settings
E-mail Settings	E-mail account, E-mail server Info
Screen Settings	Screen text size, backlight settings
Sound Settings	Ring tone, ring tone volume, system volume
Button Assignment	AP button function assignment
Infrared	Check box for "Receiving all incoming connections".
Today Theme	Change the today theme.
Camera Settings	Shutter Sound: On/Off File Format: Video, Photo Resolution: Video, Photo

12.4 Download Agent

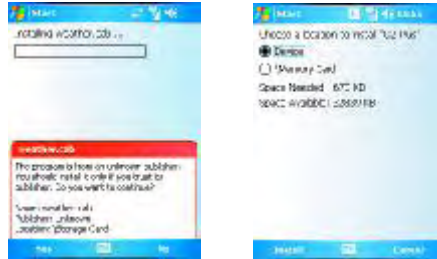
Download Agent allows you to manage downloaded files, including installation or deletion. Select the desired downloaded file and tap Install or Cancel to install the file or cancel installation.

12.5 Installing my own applications

Your Apollo is powered by Windows Mobile 5.0. It allows installation and removal of external applications downloaded from the web, purchased from stores or send to you from friends over Bluetooth, E-mail or other means.

Application Tips

When you install new applications to your Apollo, you will be prompted if the application you are trying to install is from an unknown publisher. You should only continue if you are certain the application is from a trusted source. For example: <http://www.microsoft.com/windowsmobile/catalog/>.



Please note

Always try to install applications to your **Storage Card** instead of the Device in order to leave more **Main Storage** space for your PIN, E-mail and other system applications.

Memory Management

Your device memory is made up of

- Main Storage
- Storage
- Program
- Storage Card (if available)



Memory	Purpose
Main Storage (non volatile)	Stores data at the root folder, including your PIN data, E-mails and files stored under My Documents.
Program (volatile)	Dynamic memory for program execution

Device Performance

- Device performance can be affected by the amount of free Program memory available to run applications. Close programs you are not using by tapping **Start > Settings > System > Memory > Running Programs**.
- Free up memory by removing unused programs by tapping **Start > Settings > System > Remove Programs**.



12.6 AutoInstaller

This program offers a list of O₂ selected programs when your Apollo is first activated. You can select and install those programs you want. The programs offered are:

O₂ Phone Plus, O₂ Plus, Jeyo SMS Backup, CodeWallet Pro 5, WorldMate 2005.

For more information on these programs see *1.5 Display Information*.

Chapter 13

Don't panic

- 13.1 In plain English
- 13.2 Troubleshooting
- 13.3 Vital statistics



13. Don't panic

13.1 In plain English

Roaming

Roaming allows your phone to be used when not in your home country. Please contact your network operator for more information.

Handover

Handover allows you to move from one base station to another, or from one network to another, without affecting the call.

Tri-band

Your phone operates on different frequencies in different countries. A tri-band phone can switch between three frequencies (900, 1800 and 1900 Mhz). The O₂ Apollo is a tri-band Pocket PC Phone.

SIM card

A SIM card is the little plastic card you get from your network operator and holds the unique data the network needs to identify your phone and operate it.

PIN and PUK

Access to a phone is most often protected by a code known as "PIN"— Personal Identification Number. Your SIM card comes with a default PIN that you can change to any code. If you forget your code, or by mistake enter a faulty code three times, the SIM card will lock. To unlock it, you must enter the Personal Unblocking Key, or "PUK" code, which you can get from your network operator.

PIN2

PIN2 is a security code that you can obtain from your network operator.

IMEI

IMEI stands for International Mobile Equipment Identifier and is a number that's unique to your phone.

WAP

Wireless Application Protocol (WAP) allows you to access information and entertainment services.

GPRS

General Packet Radio System is a service that transmits data to and from your phone. Charges are based on the amount of transferred data rather than airtime.

CSD

A wireless service protocol used for WAP. CSD stands for Circuit Switched Data. This allows you to have continuous WAP connection. You pay for the time spent connected rather than the amount of data.

URL

Uniform Resource Locator or URL is an address system used on the Internet. All homepages have a unique address, allowing browsers to distinguish one from another.

APN

Access Point Name.

ISP

Internet Service Provider.

13.2 Troubleshooting

Why does my phone not turn on when I press the Power button?

The key press has been too short or the phone has shut down because the battery power level is too low to make calls.

Recharge the battery fully.

How do I suspend the screen display? How do I wake up the phone?

Press the Power button to turn off the phone. If the screen display is off, press the Power button to wake up your phone.

My phone displays 'Insert SIM', what does this mean?

You must insert the SIM card before you can use the phone. If it is already installed, remove and clean the blank area with a dry cloth, then re-insert.

My phone displays 'INVALID or Missing SIM', what does this mean?

The phone is SIM-locked and will not accept the inserted SIM card.

Insert the correct SIM card or contact your network operator.

My phone displays 'EMERGENCY ONLY', what does this mean?

Your SIM card is not properly installed or configured, or you are out of network range.

My phone displays 'NO NETWORK', what does this mean?

You're outside network range or there is no clear path to the transmitter. If you're inside a building, try moving towards a window.

Some calls are not processed. What is wrong?

A call bar has been set to restrict phone usage. Check call barring and cancel as necessary.

Someone else is receiving my calls. What is wrong?

The phone has been set to forward your calls to another number. Cancel call forwarding as necessary.

Can I send and receive emails and surf the Mobile Internet on my phone?

Yes. Your phone has Web capability, which means that you can access the Mobile Internet from your phone. For sending and receiving E-mails, please look in the user manual or contact O₂ Customer Service.

My phone is not running well. How can I check where my phone goes wrong?

Tap **Start > Programs > Self Diagnostics** to run diagnostic tests for your system. Otherwise, have your warranty card and phone ready and contact your local dealer.

13.3 Vital statistics

Size 58 (W) x 102 (L) x 18.5 (T) mm

Weight 150g (battery included)

Talktime Up to 5.5 hours

Standby time Up to 150 hours

Main display 262k color screen (240 x 320 pixels)

Camera Integrated camera

Band Tri-band

GPRS Class 10

Accessories

Mini-USB cable, Battery, Car adapter, Bluetooth car kit, Bluetooth Clip Headset, and Desktop speaker. Contact O₂ Retail for more accessories.

Applications

- Microsoft Windows Mobile 5.0 standard applications: Pocket MSN, Pocket Outlook, Pocket Internet Explorer, Windows Media Player 10, Excel Mobile, PowerPoint Mobile, Word Mobile, Terminal Services Client, Pictures & Videos, Calculator, Games, ActiveSync, File Explorer,
- Integrated MMS client
- O₂ MediaPlus media center
- FM radio

- SIM contacts
- Camera and video capture utility: camera, camcorder
- JAVA: KVM, MIDP 2.0, CLDC 1.1
- DirectShow Equalizer
- Auto Configurator
- Setup Wizard
- Self Diagnostics
- GPRS Monitor
- PDF Viewer
- Jeyo SMS Backup
- WorldMate

O₂ Applications

- O₂ Connect
- O₂ SMS Plus
- O₂ AutoInstaller
- O₂ Phone Plus
- O₂ Plus

Leisure

Integrated Music Player, MP3 player, video capture and playback, integrated 2 MP camera.

Organizing features

Calendar, Alarm, Calculator.

Chapter 14

The important safety bit at the back

- 14.1 Safety information
- 14.2 Phone care
- 14.3 Driving safety
- 14.4 Electronic devices
- 14.5 Other safety guidelines
- 14.6 Cautions
- 14.7 About this guide



14. The important safety bit at the back

14.1 Safety information

Read this information

14

Your O₂ Apollo Pocket PC Phone has been designed, manufactured and tested not to exceed the limits for exposure to electromagnetic fields recommended by the Council of the European Union. These limits are part of comprehensive guidelines developed by independent scientific organizations.

European standards provide for the amount of radio frequency electromagnetic energy absorbed by the body when using a phone to be measured by reference to the Specific Absorption Rate (SAR). The SAR limit for the general public is currently 2 watts per kilogram averaged over 10 grams of body tissue.

The maximum SAR values for the O₂ Apollo are

- 0.859 W/kg @10g (CE-EGSM)
- 0.666 W/kg @10g (CE-DCS)
- 0.854 W/kg @10g (CE-WCDMA)
- 0.00177 W/kg @10g (CE-WLAN)

- 0.788 W/kg @1g (FCC-Body)
- 1.12 W/kg @1g (FCC-Head)
- 0.00387 W/kg @1g (FCC-WLAN)

14.2 Phone care

You should never attempt to open the phone casing. There are no user-serviceable parts inside and you might damage sensitive electronic circuits and components. Unauthorized disassembly will void the warranty.

You should never leave your phone in the window of your car or otherwise expose it to strong sunlight or excessive heat for a prolonged period. This may damage it.

You should never handle your phone with wet hands or expose it to moisture or liquids of any kind. Continuous changes from a cold to a warm environment may lead to condensation inside the phone, resulting in corrosion and possible damage.

If you pack your phone in your suitcase during travel, beware damage. Cramping a suitcase may crack the LCD display. Remember to switch off your wireless connections during air travel.

As with all other radio devices, touching the built-in antenna area during telephone conversation may impair the quality and lead to shorter standby time due to increased power consumption.

The battery

Your phone is equipped with a high-performance Li-ion battery. Optional battery types may be available; check with your local retailer. Observe the maintenance guidelines and your battery should give you a long service life.

- At the beginning of the battery's life, fully charge and discharge (let it go flat) three times.
- Do not overcharge the Li-ion battery, as this can result in a reduction in battery performance and lifespan. The recommended maximum charge time is 2.5 hrs.

- Avoid repeated short charging. It is preferable to let the battery go flat and then recharge it completely.
- Avoid charging in strong heat or extreme cold. Ambient room temperature is preferable. The battery has its optimum performance in an ambient temperature of +5 °C to +50 °C.
- Don't store a battery near a fire or heat source.
- Use only the battery approved by the manufacturer.
- Never replace the battery with a non- approved battery.
- Never soak the battery in water or any other fluid.
- Never try to open the battery as it contains substances that might be harmful if swallowed or allowed to come into contact with unprotected skin.
- Never short-circuit the battery, as it may overheat and cause a fire. Keep it away from jewellery and other metal objects.
- Never dispose of the battery in a fire. It could explode and release harmful substances into the environment.
- Never dispose of the battery with your regular household waste. Take it to a hazardous material collection point.
- Do not touch the battery terminals.



Caution

There is a risk of explosion if a battery is replaced by an incorrect type.

The charger

- Use only the charger supplied with your phone.
- Never pull the charger cord to release it from the mains – pull the charger itself.

Memory card

- Do not remove or insert a memory card or turn off the handset while data on the card is being edited.
- Do not touch the metal terminals with your hands or metal objects.
- Do not bend the memory card or subject it to violent impacts. Keep it away from water and high temperatures.
- Keep all memory cards out of the reach of small children.
- Do not short circuit the contact points or expose it to liquids or moisture. When not in use, keep it in the antistatic container it came in.
- Do not use force when inserting or handling the card, and do not expose it to excessive heat or strong magnetic fields.

Cleaning and storing

- Your phone should always be handled with care and protected from dirt, dust and dampness. To avoid scratches, never place your phone face down.
- If cleaning is necessary, switch the phone off and wipe carefully with a soft, slightly damp (not wet) cloth. Use a cotton swab to clean the camera lens. Allow the phone to dry completely before switching it on. Never use solvents for cleaning.



- If you are not going to use your phone for some time, fully charge the battery and store the phone in a dry place away from direct sunlight. Your phone should be switched off during storage. Recharge every 6 to 12 months.
- Never expose your phone to heat or strong sunlight.
- Never expose your phone to moisture or liquids of any kind.
- Do not paint your phone or otherwise block the keypad, microphone or earpiece function, i.e. with stickers.

14.3 Driving safety

Never use the handheld phones while driving. It is an offence while driving to hold a phone or cradle it in your neck, at any point during the setup, making or taking of a phone call, text message or any other data related mobile communication. Use of fully installed car kits are still permitted, as are the use of alternate handsfree accessories.

In the interest of safety, we would recommend use of a cradle while using any form of handsfree accessory.

While driving, we recommend that you use voicemail wherever possible, and that you listen to your messages when you are not in the car. If you must make a handsfree call when driving, keep it brief.

An airbag inflates with great force. **Do not** place objects, including both installed or portable wireless equipment, in the area over the airbag or in the airbag deployment area. If in-vehicle wireless equipment is improperly installed and the air bag inflates, serious injury could result.



Warning

Failure to follow these instructions may lead to serious personal injury and possible property damage.

14.4 Electronic devices

Most modern electronic equipment is shielded from RF energy.

However, certain electronic equipment may not be shielded against the RF signals from your Pocket PC phone.

Pacemakers

The Health Industry Manufacturers' Association recommends that a minimum separation of six (6") inches be maintained between a phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research.

If you have a pacemaker:

- **Always** keep your phone more than six inches from your pacemaker when turned on.
- Do not carry your phone in a breast pocket.
- Use the ear opposite the pacemaker to minimize the potential for interference
- If you have any reason to suspect that interference is taking place, turn your phone **off** immediately.

Hearing aids

Some digital phones may interfere with some hearing aids. In the event of such interference, call O₂ Customer Service to discuss alternatives.

Other medical devices

If you use any other personal medical device, consult the manufacturer of your device to determine if it is adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your phone **off** in healthcare facilities when any regulations posted in these areas instruct you to do so.

Hospitals or healthcare facilities may be using equipment that could be sensitive to external RF energy.

Vehicles

RF signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles. Check with the manufacturer or its representative regarding your vehicle. You should also consult the manufacturer of any equipment added to your vehicle.

Posted facilities

Turn your phone **off** where posted notices so require.

Magnetic media

Magnetic fields generated by Pocket PC Phone phones may damage data on magnetic storage media, such as credit cards, computer discs or tapes. Do not place your phone next to such media.

You should never expose your phone to strong magnetic fields as this may cause temporary malfunction.

14.5 Other safety guidelines

Aircraft

Regulations prohibit using your phone while in the air. Switch **off** your phone before boarding an aircraft or turn off the wireless connections.

Blasting areas

To avoid interfering with blasting operations, turn your phone off when in a 'blasting area' or in areas posted: 'Turn off two-way radio.' Obey all signs and instructions.

Potentially explosive environments

Turn your phone **off** when in any area with a potentially explosive environment and obey all signs and instructions.

Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

Areas with a potentially explosive environment are often, but not always, clearly marked. They include fuelling areas such as gas stations, below decks on boats, fuel or chemical transfer or storage facilities, vehicles using liquified petroleum gas (such as propane or butane), areas where the air contains chemicals or articles, such as grain, dust, or metal powders, and any other area where you would normally be advised to turn off your vehicle's engine.

Choking

Keep your phone away from children as the SIM card and other small parts present a choking hazard.

14.6 Cautions

Your Pocket PC Phone is a high quality piece of equipment. Before operating, read all instructions and cautionary markings on (1) AC Adaptor (2) Battery and (3) Product Using Battery.

- **Do not** use this equipment in an extreme environment where high temperature or high humidity exists.
- **Do not** abuse the equipment. Avoid striking, shaking or giving it a shock. When not using the unit, lay it down to avoid possible damage due to instability.
- **Do not** expose this equipment to rain or spilled beverages.
- **Do not** use unauthorized accessories.
- **Do not** disassemble the phone or its accessories. If service or repair is required, return the unit to an authorized service center. If the unit is disassembled, a risk of electric shock or fire may result.
- **Do not** short-circuit the battery terminals with metal items.

14.7 About this guide

This document is provided as a user guide to the O₂ Apollo Pocket PC Phone and to this system only. O₂ Apollo is a trademark of the O₂ group of companies.

The latest version of the user guide can be found on our website: <http://SeeO2.com>.

Mandatory statements

We hereby declare that the O₂ Apollo is in conformity with all essential requirements of Directive 1999/5/EC.

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Cautions

In August 1996 the Federal Communications Commission (FCC) of the United States with its action in Report and Order FCC 96-326 adopted an updated safety standard for human exposure to radio frequency electromagnetic energy emitted by FCC regulated transmitters. Those guidelines are consistent with the safety standard previously set by both U.S. and international standards bodies. The design of this phone complies with the FCC guidelines and these international standards. Use only the supplied or an approved antenna. Unauthorized antennas, modifications, or attachments could impair call quality, damage the phone, or result in violation of FCC regulations. Do not use the phone with a damaged antenna. If a damaged antenna comes into contact with the skin, a minor burn may result. Please contact your local dealer for replacement antenna.

Body-worn operation

This device was tested for typical body-worn operations with the back of the phone kept 1.5cm from the body. To maintain compliance with FCC RF exposure requirements, use only belt-clips, holsters or similar accessories that maintain a 1.5cm separation distance between the user's body and the back of the phone, including the antenna. The use of belt-chips, holsters and similar accessories should not contain metallic components in its assembly. The use of accessories that do not satisfy these requirements may not comply with FCC RF exposure requirements, and should be avoided.

FCC Regulations

- This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.
- This device has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiated radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:
 - Reorient or relocate the receiving antenna.
 - Increase the separation between the equipment and receiver.
 - Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
 - Consult the dealer or an experienced radio/TV technician for help.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

RF Exposure Information (SAR)

This device meets the government's requirements for exposure to radio waves. This device is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government.

The exposure standard for wireless devices employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6W/kg. *Tests for SAR are conducted using standard operating positions accepted by the FCC with the device transmitting at its highest certified power level in all tested frequency bands. Although the SAR is determined at the highest certified power level, the actual SAR level of the device while operating can be well below the maximum value. This is because the device is designed to operate at multiple power levels so as to use only the power required to reach the network. In general, the closer you are to a wireless base station antenna, the lower the power output.

The FCC has granted an Equipment Authorization for this device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this device is on file with the FCC and can be found under the Display Grant section of <http://www.fcc.gov/oet/fccid> after searching on FCC ID: HFS-APOLLO

For body worn operation, this device has been tested and meets the FCC RF exposure guidelines for use with an accessory that contains no metal and the positions the handset a minimum of 1.5 cm from the body. Use of other enhancements may not ensure compliance with FCC RF exposure guidelines. If you do not use a body-worn accessory and are not holding the device at the ear, position the handset a minimum of 1.5 cm from your body when the device is switched on.