

8 Microsoft Pocket Outlook Calendar

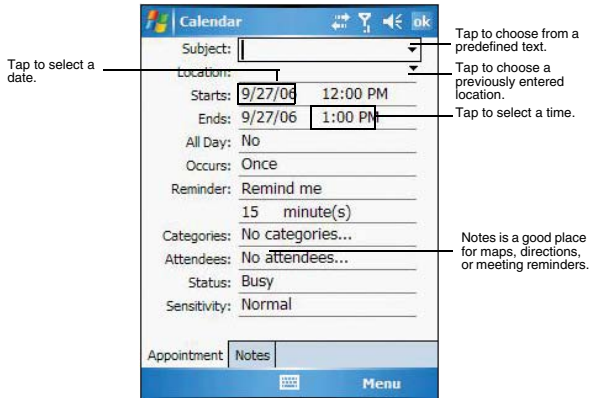
NOTE: You can customize the Calendar display, such as changing the first day of the week, by tapping **Menu**, then **Options**.

Scheduling an appointment

You can use Calendar to create an appointment schedule.

To create an appointment

- 1 If you are in Day or Week view, tap the desired date and time for the appointment.
- 2 Tap **Menu**, then **New Appointment**.



- 3 Using the soft keyboard, enter a description and a location.

To select a field, tap it.

- 4 If needed, tap the date and time to change them.

- 5 Enter other desired information.

Hide the input panel to see all available fields.

- 6 To add notes, tap the **Notes** tab.

You can enter text, draw, or create a recording.

- 7 After completing the details, tap **OK**.

If you select "Remind me" in an appointment, your device reminds you according to the options set in  **Settings, Personal** tab, **Sounds &**

Notifications



Viewing an appointment

You can view an appointment schedule in all views except for Year and Agenda view.

- To see the details of an appointment, tap the appointment.
- To see a pop-up menu of available actions for an appointment, tap and hold the appointment.
- In Agenda view, upcoming appointments are displayed in bold text.
- In Month view, the time of appointments are indicated by symbols. An upward triangle means a morning appointment; a downward triangle means an afternoon appointment. A solid square indicates an appointment that overlaps the noon day border.


Finding an appointment

There are two ways to find an appointment:

- Tap  **Programs**, then **Search** , enter the appointment name, select Calendar for the type, then tap **Search**.
- In Calendar, tap **Menu**, **Filter**, **All Appointments**, then select the check box opposite the type of appointment you want displayed.

Beaming an appointment

You can send an appointment to another IR or Bluetooth-enabled device by beaming it.

- 1 In Agenda, Day or Month view, tap and hold the appointment.
- 2 Tap **Menu**, then **Beam Appointment** on the pop-up menu.
- 3 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port  of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

Using the Calendar summary screen

When you tap an appointment in Agenda or Day view, a summary screen is displayed. To change the appointment, tap **Edit**.



Creating a meeting request

You can use Calendar to set up meetings with users of Outlook or Pocket Outlook. The meeting request is created automatically and is sent when you synchronize Inbox or when you connect to your email server. Indicate how you want meeting requests sent by tapping **Menu**, then **Options**.

To schedule a meeting:

- 1 Create an appointment.
- 2 In the appointment details, hide the input panel, then tap **Attendees**.
- 3 Select the check box before the email address of the contacts you want to send a meeting request to.
- 4 Tap **OK** twice—once to return to the appointment details page and another to save the appointment.
The meeting request is created automatically and placed in the Outbox folder.
- 5 Tap **OK**.

Contacts



 **Contacts**

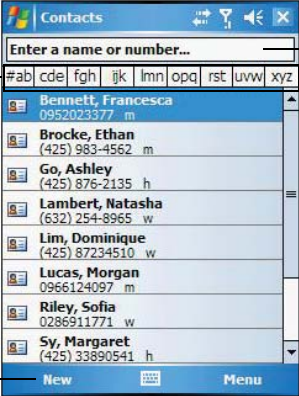
Keeping track of friends and colleagues

Contacts maintains a list of your friends' and colleagues' contact information. Using your device's infrared (IR) port, you can quickly share this list with other Windows-based, IR-enabled device users.

To open Contacts:

Do either of the following:

- On the Today screen, press the right soft button or tap Contacts.
- Tap , then **Contacts** .
Contacts opens to the contact list. To change the way information is displayed in the list, tap **Menu**, then **Options**.



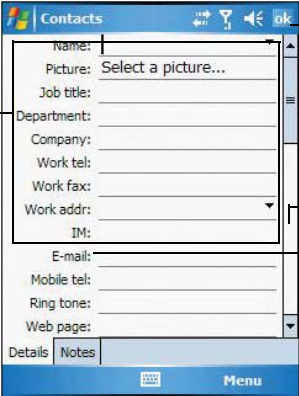
Tap one of the letter blocks to display only contact names starting with such letters.

Enter the name of the contact you're searching for.

Tap to create a new contact.

Creating a contact

- 1 Tap **New**.



Tap a field to enter contact information.

Tap to return to the Contacts list (the new contact is saved automatically).



Scroll to see more fields.

Notes is a good place for additional contact information.

- Using the soft keyboard, enter a name and other contact information.
Scroll down to see all available fields.
- To assign the contact to a category, scroll down, tap **Categories**, then select a category from the list.
- In the contact list, you can display contacts by category by tapping the pick list on the top-left corner of the screen.
- To add notes, tap the **Notes** tab.
- After completing the details, tap **OK**.

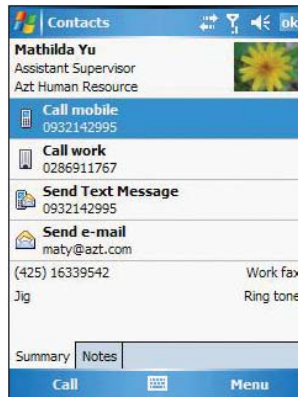
Finding a contact

There are several ways to find a contact. You can do any of the following. In the contact list:

- Using the QWERTY keypad, press the starting letter of the contact name.
- Tap one of the letter blocks displayed across the top of the screen.
- Use the Smart Lookup function by entering the first few letters of the contact you're looking for in the search box under the navigation bar. To show all contacts again, clear text from the box or tap the button to the right of the box.
- Tap the category pick list on the top-left corner of the screen and select the type of contact that you want displayed.
- To show all contacts, tap **Menu, Filter**, then **All Contacts**.
- To view a contact that is not assigned to a category, tap **Menu, Filter**, then **No Categories**.
- To view the names of companies your contacts work for, in the command bar, tap **View By**, then **Company**.
The number of contacts that work for that company displays to the right of the company name.
- Tap  **Programs**, then **Search** , enter the contact name, select **Contacts** for the type, then tap the **Go** button.

Using the Contacts summary screen

When you tap a contact in the contact list (or select it using the joystick), a summary screen displays. This is referred to as a contact card. To change the contact information, tap **Menu**, then **Edit**.



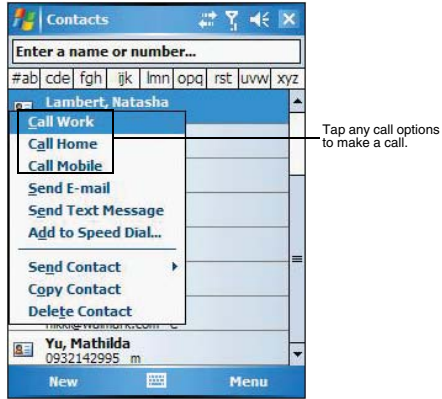
Calling a contact

You can make a call to a contact using either the contact list or the contact card.

To make a call from the contact list:

There are several ways to make a call from the contact list.

- Using commands in the pop-up menu
 - (a) Tap and hold a contact to display a pop-up menu of actions.



- (b) Tap any of the Call options to make a call.
- Using the Contact list abbreviation
 - (a) Tap the letter in the right column next to the contact you want to call. The contact's summary screen appears.
 - (b) Tap which number to call or send email/text messages.

The letter that appears opposite a contact entry corresponds to a particular contact information. These are as follows:

 - e — Email address
 - e2 — Second email address
 - e3 — Third email address
 - h — Home phone number
 - h2 — Second home phone number
 - m — Mobile phone number
 - pgr — Pager phone number
 - sms — SMS address
 - w — Work phone number
 - w2 — Second work phone number
 - web — Web page
 - Using the hardware buttons
 - (a) Move the joystick up or down to scroll through the contact list and select the contact you want to call.
 - (b) Press the Send button twice—once to launch Phone and another to make the call. The call will be made to that contact's priority number.

To make a call from a contact card:

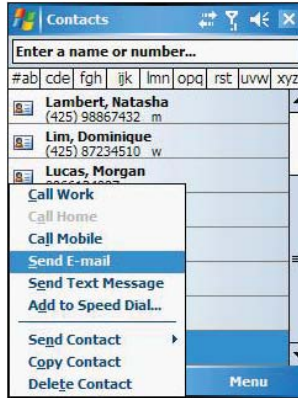
- Tap any of the listed phone numbers.
- Move the joystick up or down to scroll through the listed numbers and select one, then press the joystick or Send button to make the call.

Sending a Message to a contact

You can send an email or text message to a contact either from the contact list or from a contact card window.

To send a message from the contact list:

- 1 Tap and hold a contact to display a pop-up menu of actions.
 - or -
 - Move the joystick up or down to scroll through the list and select a contact, then press the joystick to display a pop-up menu of actions.



- 2 Tap **Send E-mail** or **Send Text Message**.
 - or -
 - Move the joystick up or down to select either Send option, then press the joystick to enable it.
 - Inbox opens to a new message window with the To field automatically filled out with the selected contact's email/text address.

- 3 Proceed to composing the message.

To send a message from a contact card:

- 1 Tap any of the listed email/text addresses.
 - or -
 - Move the joystick up or down to scroll through the listed email/text addresses and select one, then press the joystick.
 - Inbox opens to a new message window with the To field automatically filled out with the selected contact's email/text address.

- 2 Proceed to composing the message.

Beaming a Contact Card

You can send a contact card to another IR or Bluetooth-enabled device either from the contact list or from a contact card window.

To beam a contact card from the contact list:

- 1 Tap and hold a contact to display a pop-up menu of actions.
 - or -
 - Move the joystick up or down to scroll through the list and select a contact, then press the joystick to display a pop-up menu of actions.
- 2 Tap **Beam Contact**.
- 3 Do either one of the following:

8 Microsoft Pocket Outlook

Tasks

- Select a Bluetooth-enabled device, then tap the **Tap to send** link.
- Align the IR port —∠ of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

To beam an open contact card:



- 1 Tap **Menu**, then **Beam Contact**.
- 2 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port —∠ of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

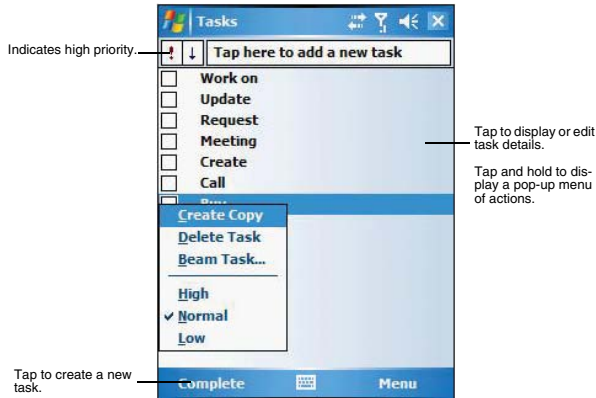
Tasks

Keeping a to do list

Use Tasks to keep track of what you have to do and prioritize them based on their importance and urgency.

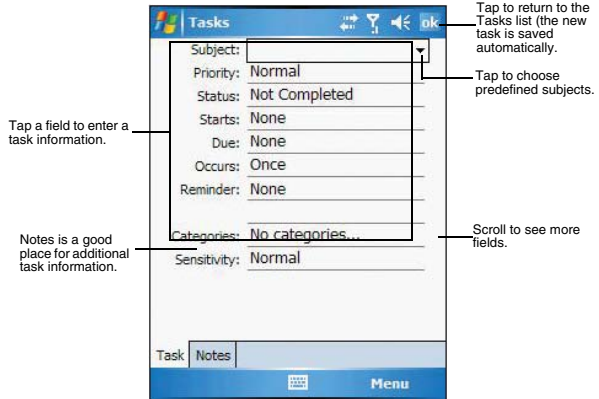
To open Tasks:

- Tap  **Programs**, then **Tasks** .
Tasks opens to the tasks list. To change the way information displays in the list, tap **Menu**, then **Options**.



Creating a task

1 Tap **New**.



2 Using the input panel, enter a description.

3 You can enter a start date and due date or enter other information by first tapping the field.

If the soft keyboard is open, hide it to see all available fields.

4 To assign the task to a category, tap **Categories** and select a category from the list. In the task list, you can display tasks by category by tapping the pick list on the top-left corner of the screen.

5 To add notes, tap the **Notes** tab.

You can enter text, draw, or create a recording.

6 After completing the details, tap **OK**.


Beaming a Task

You can send a task to another IR or Bluetooth-enabled device by beaming it.

1 Tap and hold the task item.

2 Tap **Beam Task** on the pop-up menu.

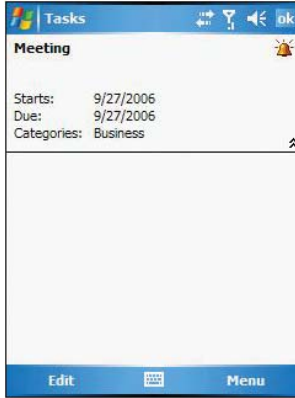
3 Do either one of the following:

- Select a Bluetooth-enabled device, then tap the **Tap to send** link.
- Align the IR port  of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

Notes

Using the Tasks summary screen

When you tap a task in the task list, a summary screen displays. To change the task, tap **Edit**.





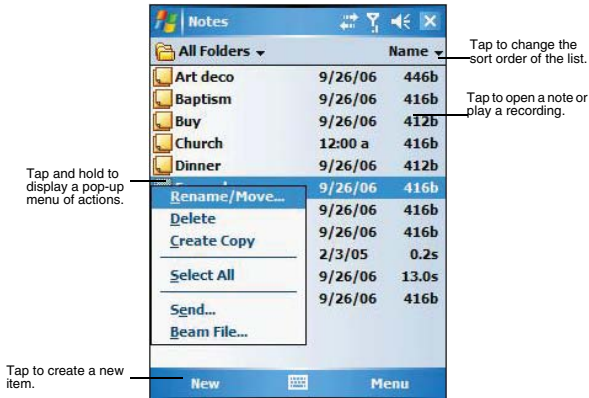
 **Notes**

Capturing thoughts and ideas

Quickly capture thoughts, reminders, ideas, drawings, and phone numbers with Notes. You can create a written note or a recording. You can also include a recording in a note. If a note is open when you create the recording, it is included in the note as an icon. If the note list displays, it is created as a stand-alone recording.

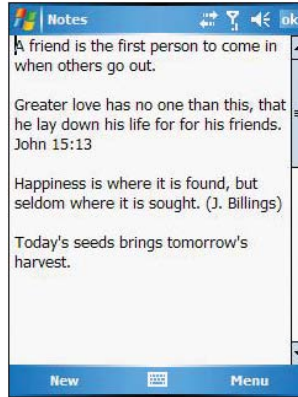
To open Notes:

- Tap , then **Notes** .
Notes opens to the note list.



Creating a note

- 1 Tap **New**.
- 2 Create the note by writing, drawing, typing, or recording.
For more information about using the input panel, writing and drawing on the screen, and creating a recording, go to page 45.



Sending a Note

You can send a note to another person either by email or by beaming it to that person's IR or Bluetooth-enabled device.

NOTE: You must first set up an email account on your device before you can send a note by email. Go to page 113 for instructions on setting up an email account.

To send a note by beaming:

- 1 In the task list, tap and hold the note.
- 2 Tap **Beam File** on the pop-up menu.
- 3 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port $\text{—} \angle$ of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

To send a note by email:

- 1 In the task list, tap and hold the note.
- 2 Tap **Send via E-mail** on the pop-up menu.
A new message window in Inbox displays with the selected note shown as an attachment (*.pwi).
- 3 Proceed to completing the email message.

9 Companion Programs

This chapter describes the companion programs available on your device— Word Mobile, Excel Mobile, PowerPoint Mobile and Windows Media Player 10.1 Mobile for Pocket PC.



- Word Mobile
- Excel Mobile
- PowerPoint Mobile
- Windows Media Player 10.1 Mobile for Pocket PC

Word Mobile

With Word Mobile you can:

- Create new documents on your device or you can copy documents from your PC to your device.
- Synchronize documents between your PC and your device so that you have the most up-to-date content in both locations.

To open Word:

- Tap  **Programs**, then **Word Mobile** .
- Word opens to the Pocket Word file list.

Creating a new Document

- In the document list window, tap **New**.
A blank document appears. Or, if you've selected a template for new documents in the Options dialog box, that template appears with appropriate text and formatting already provided.

You can save a document you create or edit in a variety of formats, including:

- Word (.doc)
- Document Template (.dot)
- Rich Text Format (.rtf)
- Plain Text (.txt)

Word Mobile provides basic formatting options, such as font style, paragraph alignment, and bullet options, in its toolbar. You can show and hide this toolbar by tapping **View**, then **Toolbar** on the command bar.

Using the Word Mobile file list

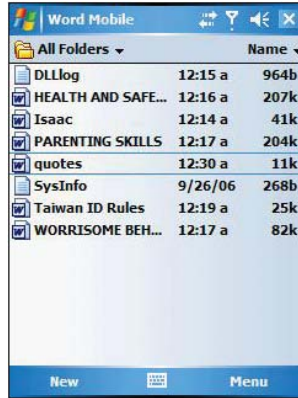
Word Mobile contains a list of the files stored on your device. The file list is the default window when you open Word Mobile. Every time you tap **OK** in an open document, the file list displays.

- Tap a file in the list to open it. You can open only one document at a time; when you open a second document, you'll be asked to save the first.

9 Companion Programs

Word Mobile

- To delete, make copies of, and send files, tap and hold a file in the list, then select the appropriate action on the pop-up menu.



Entering information

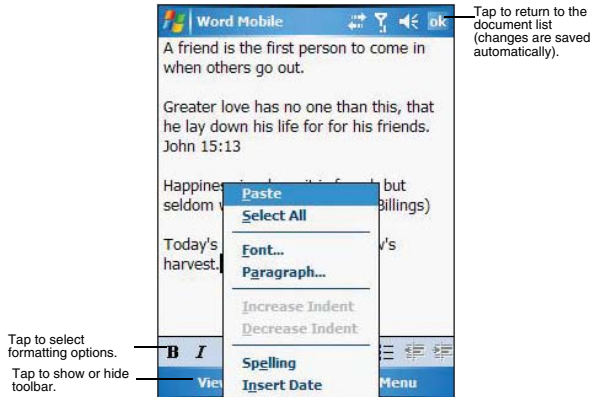
You can enter information in Word Mobile in one of four modes—typing, writing, drawing, and recording—which are displayed on the View menu.

If you're opening a Word document created on a computer, select **Wrap to Window** on the View menu so that you can see the entire document.

You can change the zoom magnification by tapping **View, Zoom**, then select the percentage you want. Select a higher percentage to enter text and a lower one to see more of your document.

Typing Mode

- Using the input panel, enter typed text into the document.
- To format existing text and to edit text, first select the text. You can select text as you do in a Word document, using your stylus instead of the mouse to drag through the text you want to select.
- To find text in a document, tap **Menu, Edit**, then **Find/Replace**.



Recording Mode


In recording mode, you can embed a recording into your document. Recordings are saved as .wav files. For more information on recording, see page 45.

Sending a document

You can send a Word document to another person either by email or by beaming it to that person's IR or Bluetooth-enabled device.

NOTE: You must first set up an email account on your device before you can send a note by email. Go to page 113 for instructions on setting up an email account.

To send a document by beaming:

- 1 In the Word document list, tap and hold the document.
- 2 Tap **Beam File** on the pop-up menu.
- 3 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port  of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

To send a document by email:

- 1 In the Word document list, tap and hold the document.
- 2 Tap **Send via E-mail** on the pop-up menu.

A new message window in Inbox displays with the selected note shown as an attachment (*.pwi).
- 3 Proceed to completing the email message.

Printing a document



Your device supports printing of documents on a Bluetooth-enabled printer. An additional software needs to be installed on your device to enable you to print files to a Bluetooth-enabled printer. Contact your local dealer for more information..

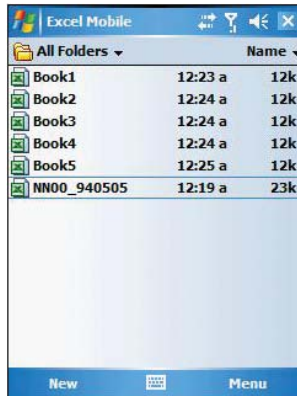
Excel Mobile

With Excel Mobile you can:

- Create new spreadsheets on your device or you can copy spreadsheets from your PC to your device.
- Synchronize spreadsheets between your PC and your device so that you have the most up-to-date content in both locations.

To open Excel:

- Tap  **Programs**, then **Excel Mobile** .
- Excel opens to the Pocket Excel file list.



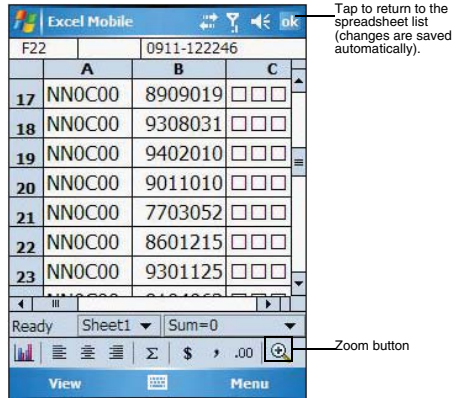
Creating a new spreadsheet

- In the Excel Mobile file list, tap **New**.
A blank spreadsheet appears. Or, if you've selected a template for new spreadsheets in the Options dialog box, that template appears with appropriate text and formatting already provided.

You can save a workbook you create or edit it in a variety of formats, including:

- Excel Workbook (.xls)
- Excel Template (.xlt)

Pocket Excel provides fundamental spreadsheet tools, such as formulas, functions, sorting, and filtering, in its toolbar. You can show and hide this toolbar by tapping the **View**, then **Toolbar**.



Using the Excel Mobile file list

Excel Mobile contains a list of the files stored on your device. The file list is the default window when you open Excel Mobile. Every time you tap **OK** in an open workbook, the file list displays.

- Tap a file in the list to open it. You can open only one workbook at a time; when you open a second workbook, you'll be asked to save the first.
- To delete, make copies of, and send files, tap and hold a file in the list, then select the appropriate action from the pop-up menu.

Tips for working in Excel Mobile

Note the following when working in large worksheets in Excel Mobile:

- View in full-screen mode to see as much of your worksheet as possible.
 - Tap **View**, then **Full Screen**.
 - To exit full screen mode, tap **Restore**.
- Show and hide window elements.
 - Tap **View**, then tap the elements you want to show or hide.
- You might want to freeze the top and left-most panes in a worksheet to keep row and column labels visible as you scroll through a sheet.
 - Select the cell where you want to freeze panes.
 - Tap **View**, then **Freeze Panes**.
- Split panes to view different areas of a large worksheet.
 - Tap **View**, then **Split**.
 - Drag the split bar to where you want it.

To remove the split, tap **View**, then **Remove Split**.
- Show and hide rows and columns.
 - To hide a row or column:
 - Select a cell in the row or column you want to hide.
 - Tap **Menu**, **Format**, **Row** or **Column**, then **Hide**.
 - To show a hidden row or column:
 - Tap **Menu**, then **Undo Row Height**.
 - Type a reference that is in the hidden row or column.
 - Tap **Menu**, **Format**, **Row** or **Column**, and then **Unhide**.

9 Companion Programs

PowerPoint Mobile

Beaming a worksheet

You can send a worksheet to another person either by email or by beaming it to that person's IR or Bluetooth-enabled device.

NOTE: You must first set up an email account on your device before you can send a note by email. Go to page 113 for instructions on setting up an email account.

To send a worksheet by beaming:

- 1 In the Excel book list, tap and hold the file.
- 2 Tap **Beam File** on the pop-up menu.
- 3 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port $\text{---} \angle$ of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

To send a worksheet by email:



- 1 In the Excel book list, tap and hold the file.
- 2 Tap **Send via E-mail** on the pop-up menu.

A new message window in Inbox displays with the selected note shown as an attachment (*.pwi).
- 3 Proceed to completing the email message.

PowerPoint Mobile

Use PowerPoint Mobile to view slide show presentations. You can download slide show presentations from a storage card, company network, internet, email attachment or obtained by synchronizing with your personal computer.

To open PowerPoint Mobile:

- Tap  **Programs**, then **PowerPoint Mobile** .

Getting slide shows onto your device

You can download PowerPoint files from a memory card or the Web to your computer, then synchronize them with your device. To do so, you need to activate your device (you only need to activate it once), then set up synchronization for files in ActiveSync.



To get slide show presentation onto your device:

- 1 Open ActiveSync on your computer.
- 2 Use Windows Explorer on your computer to locate the PowerPoint Mobile folder and the Pocket_PC My Documents folder.
- 3 Use ActiveSync to download the files from your computer to your device as described in the Read Me file in the PowerPoint Mobile folder.

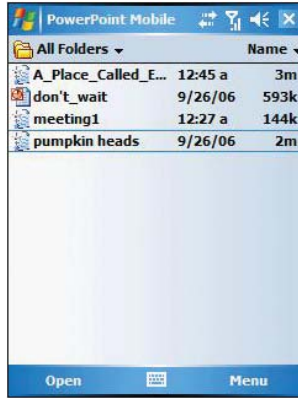
Using PowerPoint Mobile

PowerPoint Mobile contains a list of files stored on your device. The file list is the default window when you open PowerPoint Mobile.

To open a PowerPoint presentation:

- 1 Tap  **Programs**, then **PowerPoint Mobile** .

- 2 Tap the slide show you want to view.




- 3 Tap the current slide to advance to the next slide.



9 Companion Programs


PowerPoint Mobile

To stop a slide show presentation:


In a PowerPoint Mobile presentation, tap and hold , then tap **End Show**.



To change the slide show presentation:

- 1 In a PowerPoint Mobile presentation, tap and hold , then tap **Show Options**.
- 2 Tap the **Orientation** tab, then select the orientation.


To navigate between slides

- 1 In a PowerPoint Mobile presentation, tap and hold the , then tap **Go to Slide**.
- 2 Tap the slide you want to view.

Setting the slide show playback options

You can change the PowerPoint presentation settings to turn off animation, prevent slide show transitions from playing, or set time interval between each slide.

To set the slide show playback options:

- 1 In a PowerPoint Mobile presentation, tap and hold the , then tap **Show Options**.
- 2 Tap the **Playback** tab, select the Override playback options for all files check box.
- 3 Do any of the following:
 - Select "Show without animation" check box to turn off builds and other animations.
 - Select "Show without slide transition" check box to prevent slide transitions from playing.
 - Select "Use slide timings, if present" check box to use the timings recorded with each slide in a presentation.
 - Select "Loop continuously" check box to automatically advance to the first slide after the last slide in a presentation.
- 4 Tap **OK**.

Sending a PowerPoint file

You can send a PowerPoint file to another person either by email or by beaming it to that person's IR or Bluetooth-enabled device.

NOTE: You must first set up an email account on your device before you can send a note by email. Go to page 113 for instructions on setting up an email account.

To send a PowerPoint file by beaming:

- 1 In the PowerPoint document list, tap and hold the document.
- 2 Tap **Beam File** on the pop-up menu.
- 3 Do either one of the following:
 - Select a Bluetooth-enabled device, then tap the **Tap to send** link.
 - Align the IR port $\text{---} \angle$ of your device with that of the other IR-enabled device so that they are unobstructed and within close range, then select the IR-enabled device and tap the **Tap to send** link.

To send a PowerPoint file by email:

- 1 In the PowerPoint document list, tap and hold the document.
- 2 Tap **Send via E-mail** on the pop-up menu.

A new message window in Inbox displays with the selected note shown as an attachment (*.pwi).
- 3 Proceed to completing the email message.

Windows Media Player

Enjoy your favorite music and movies on the road, online or offline, with the new Windows Media Player 10 Mobile for Pocket PC. The Player provides you with the highest quality audio and video experience for your mobile entertainment and it works seamlessly with Windows Media Player 10 on your Windows XP-based computer.

Program enhancements

A lot of new features are added to the new Windows Media Player 10 Mobile for Pocket PC.

Improved playback support

- Supports Windows Media Audio and Video 9 Series codecs, which gives 20 percent improvements in audio compression and as much as 50 percent for video compared with previous versions.
- Better MP3 playback support lets you enjoy MP3 music files more.
- Smoother video playback improves playback of broadband content from the Web as well as local video content that is processor-intensive.
- Multiple bit-rate (MBR) support enhanced your music experience with automatic sensing and selection of the bit rate that is best suited for your device and connection.
- Variable Bit Rate (VBR) support lets you play content that has been optimized for quality to give you optimum playback experience.

Enhanced broadband playback support

- Significant improvements in performance now allows you to play back nearly any content from the web. Supports up to 300 Kbps content played back directly from the Web over either a wired or Wi-Fi connection.
- Improved networking support for new IPv6 protocols lets you enjoy easier Internet connection for enhanced Web streaming, providing you with a seamless browsing and media playback experience.

Friendlier playback controls

- The button mapping function allows you to assign hardware buttons on your device to perform standard playback functions such as Play, Pause, Stop or Fast Forward. You can also assign a button to toggle off the screen to help minimize power consumption while continuing to listen to music.
- The Player volume control is now separate from the system sounds control allowing you to adjust the level of your media playback while retaining the volume level set for system sounds.

Better media management

- Supports auto-discovery of supported media content means that the Player now automatically scans your device's main memory and storage cards for all supported digital media types including WMA, MP3, WAV, WMV and ASF.
- Direct support in Windows Media Player 10 on your computer lets you chose your playlists and easily transfer them to your device.
- Supports recording of your favorite TV shows to your computer. With the Auto Sync feature in Windows Media Player 10 on your computer, you can plug your device into your computer, and your favorite TV programs can be automatically converted and synchronized to your device.

Customized entertainment experience

- Match the Player's look with your style and mood by downloading a variety of custom skins ranging from cute rubber duckies to retro Elvis themes.
- Use your favorite WMA music to create and apply your own custom WMA ring tones.

Copying files to your device

Use the Windows Media Player on your computer to copy your digital media files to your Pocket PC. Doing this, instead of simply copying files using the Explore button in ActiveSync, ensures that licences are copied with protected files.

- 1 In Windows Media Player on your computer, click **Copy to CD or Device**.
-or-
On the File menu, point to **Copy**, and then click **Copy to Portable Device** (you must first connect your device to your computer).
- 2 In the Items to Copy pane, in the drop-down list, click the playlist, category, or other item that you want to copy.
- 3 Clear the check boxes next to any files you do not want to copy.
- 4 In the Items on Device pane, in the drop-down list, click the name of your device.
- 5 Click the **Copy** button.
The device Player verifies that there is sufficient storage space on your device to copy the selected files. If there is sufficient space, the files are converted (if necessary) and copied.
- 6 Repeat steps 2-5 for any other items that you want to copy to your device.

NOTE: To facilitate faster copying of audio files to your device, it is recommended that you configure Windows Media Player 10 on your computer to automatically determine the quality level settings applicable to your MC35 EDA.

To open Windows Media Player 10 Mobile for Pocket PC:

- Tap , then **Windows Media** .
The Player displays the last open window from your previous session.

The library

The library contains links to your playlists and audio or video files. You can sort content by criteria such as artist name, album title or genre. By default, Windows Media Player 10 Mobile automatically searches your device for compatible digital media files and adds them to the My Device library. Similarly, when you insert a storage card into your device, Windows Media Player 10 Mobile automatically detects the files and adds them to the Storage Card library.

If the Player does not detect new files that you copy to your device, you can manually update the library by tapping **Menu**, then **Update Library**.

The playlist

A playlist is a customized list of digital media files that you want to watch or listen to. Using a playlist lets you group various digital media files together and specify the order you want the files to play in. You can also use playlists to copy files to your computer.

You can create a playlist based on:

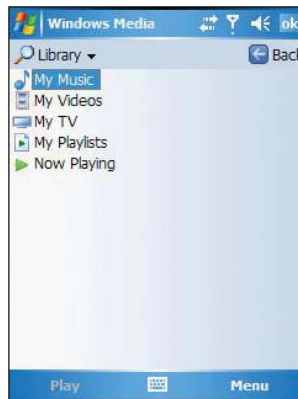
- Source - For example, tracks from various CDs of your favorite artist or streaming media from an online music site.
- Personal preferences - For example, a playlist of tracks belonging to your favored music genre or video clips from your funny movie collection.
- Mood or activities - For example, a playlist of tracks you want to listen while travelling or during your R&R periods.

The Player has two default playlists:

- Local Content - Consists of all compatible audio and video files stored on your device and/or storage card.
- Web Favorites - Consists of your favorite streaming media files. This playlist is empty until you add items to it.

Adding items to the Now Playing playlist

- 1 In the Player window, tap **Menu**, then **Library**.



- 2 Select a library in the Library pick list (for example a storage card).

TIP: If the Player does not detect new files that you copy to your device, you can manually update the library by tapping **Menu**, then **Update Library**. After the files have been added, then tap **Done**.

- 3 Select a category, then tap and hold the item that you want to add in the Now Playing folder.

9 Companion Programs

Windows Media Player






- 4 Tap **Menu**, then **Queue Up**.



- 5 Tap **Menu**, then **Now Playing**.
- 6 On the Now Playing window, tap the **Add** button to switch to the Library window and find items to add to the Now Playing playlist.

NOTE: To quickly add a group of files to the Now Playing playlist, tap and hold an item in the library (such as an album name, artist name or genre), then tap **Queue Up**.

Editing the Now Playing playlist

- 1 In the Player window, tap **Now Playing** on the command bar.
- or -
Tap **Menu**, then tap **Library**, then tap **Now Playing**, then the playlist you want to edit.
- 2 Do any of the following:
 - Tap  to move the selected item up in the playlist. You can also tap and drag an item to move it up in the playlist.
 - Tap  to move the selected item down in the playlist. You can also tap and drag an item to move it down in the playlist.
 - Tap  to display the Library window and add items to the Now Playing playlist.
 - Tap  to delete the selected item from the playlist.
 - Tap  to view track properties of the selected item.

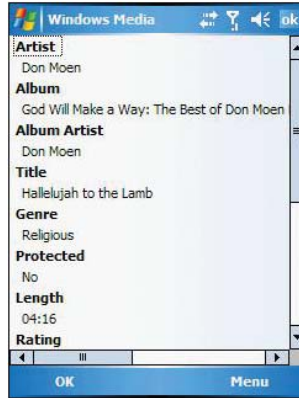
Viewing track properties

You can check the file properties of a track for your reference. You can do this either in a playlist window or in the Player window.

To view track properties from a playlist window:

- 1 In the Player window, tap **Now Playing**.
- or -
Tap **Menu**, **Library**, then **Now Playing**.

- 2 Tap a file or **Play** a file, then tap **Menu**, then **Properties**.



- 3 Tap the scroll bar to view more fields.

To view track properties from the Player window:

- Tap **Menu**, then **Properties**.
Tap the scroll bar to view more fields.

Deleting an item in the Now Playing playlist

- 1 In the Player window, tap **Now Playing**.
- 2 Tap a library.
- 3 Tap and hold the playlist name, then tap **Remove from Playlist** from the pop-up menu.
- or -
Tap the playlist name, tap **Menu**, then **Remove from Playlist**.

File Playback

The Player supports playback of the following file formats:

- Windows Media - Including .asf, .asx, .wax, .wm, .wma, .wmv, .wmx, and .wvx files.
- MPEG - .mp3 files

You can play files stored in your device, a storage card, or a network.

Playing a file stored in your device or in a storage card

If you want to use files stored in a storage card, install the card to your device. Go to page 36 for instructions.

- 1 In the Player window, tap **Now Playing**.
- 2 Tap the library, then the playlist/location where the file you want to play is assigned/located.
- 3 Tap **Play**.
Screen shifts to the Player window. Unless you selected the last listed track in a playlist or location, the rest of the tracks will automatically be played.

Playing a streaming media file

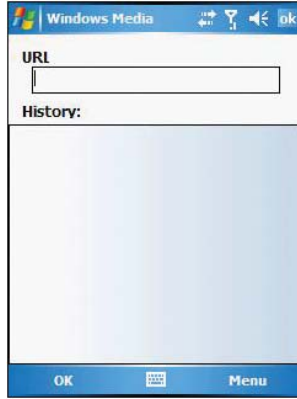
You can play files located on a network. Your device must first be connected to the network before you can do this.

- 1 Tap **Menu**, then **Library** in the Player window.

9 Companion Programs

Windows Media Player

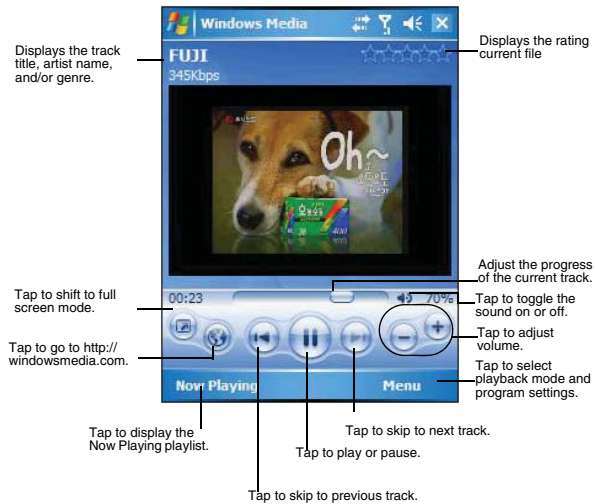
- 2 Tap **Menu**, then **Open URL**.



- 3 Enter a URL.
- 4 Tap **OK**.
Screen shifts to the Player window.

Playback controls

The user interface of the Player window lets you easily manage all aspects of the track playback. The screenshot below shows the functions of the Player control buttons, as well as all available menus.



To play a playlist in random order:

- Tap **Menu**, then **Shuffle**.

To repeat playback of a playlist:

- Tap **Menu**, then **Repeat**.

Customizing the Player

You can change the appearance and functionality of the Player to suit your personal style and preferences.

Using skins to change the Player look

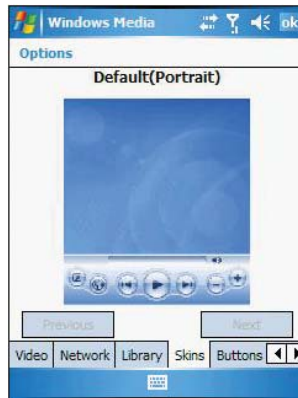
Change the appearance of the Player by using skins. To download skins and learn related information, go to <http://www.microsoft.com/windows/windowsmedia/>.

To download skins from your computer to your device, follow the procedures described in the "Using ActiveSync to exchange files" section on page 36.

NOTE: To make sure that downloaded skins appear in the Skin Chooser panel, do not store the skin files in the Windows folder of your device.

To apply a skin:

- 1 In the Player window, tap **Menu**, then **Options**.
- 2 Tap the **Skins** tab, then tap the Previous or Next button to locate a skin.



- 3 Tap **OK**.
The Player switches to skin mode.

Changing your audio and video settings

You can change the audio and video settings of the Player to suit your listening preferences.

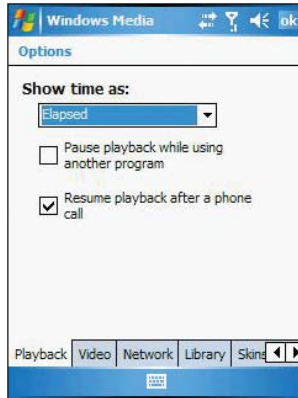
To set audio and video preferences:

- 1 In the Player window, tap **Menu**, then **Options**.
- 2 Tap the **Playback** tab, then do any of the following:
 - In the "Show time as" pick list, select whether to show how much time has elapsed or remaining on the Player window.
 - Tap the "Pause playback while using another program" check box, to pause or continue playback when another program window is displayed.

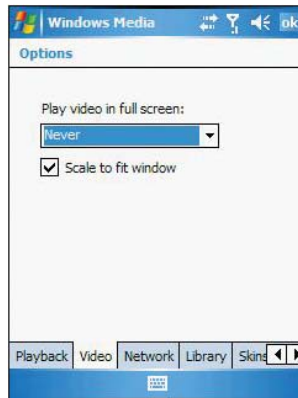
9 Companion Programs

Windows Media Player

- Tap the “Resume playback after a phone call” check box, to continue playback after a phone call.



- 3 Tap the **Video** tab, then do any of the following:
 - In the “Play video in full screen” pick list, select a screen size for video playback.
 - Tap the “Scale to fit in window” check box to scale down oversized video files (typically over 240 x 176 pixels).



- 4 Tap **OK**.

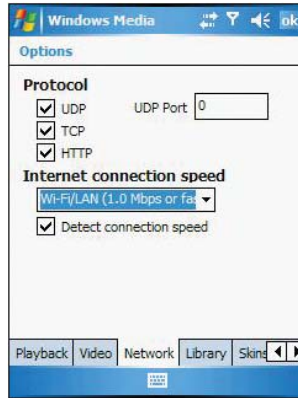
Changing your network settings

You can define Player settings for connecting to a network to optimized playback of streaming media.

To set network settings:

- 1 Tap **Menu**, then **Options**.
- 2 Tap the **Network** tab, then select the check box opposite each network protocol you want to enable.

You must select at least one protocol.



- 3 Select the speed of your network connection.
- 4 Tap **OK**.

NOTE: Some networks use a firewall that prevents users from receiving streams. Contact your network administrator for more information.

Changing the startup screen

You can define the startup screen when you start the Windows Media Player Mobile.

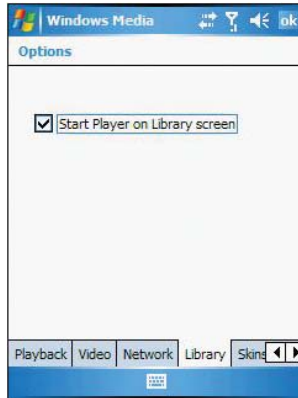
To change the startup screen:

- 1 Tap **Menu**, then **Options**.
- 2 Tap the **Library** tab.
- 3 Do either one of the following:
 - Select the "Start Player on Library screen" check box, to show the Library window when you start the Windows Media Player Mobile.

9 Companion Programs

Windows Media Player

- Clear the “Start Player on Library screen” check box, to show the Player window when you start the Windows Media Player Mobile.



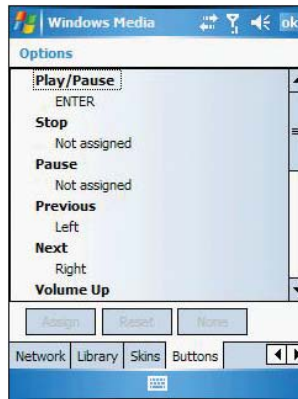
- 4 Tap **OK**.

Setting hardware playback controls

The button mapping function allows you to assign hardware buttons on your device to perform standard playback functions. You can also assign a button to toggle off the screen to help minimize power consumption while continuing to listen to music.

To map a button:

- 1 Tap **Menu**, then **Options**.
- 2 Tap the **Buttons** tab.



- 3 In the list of controls, tap a control name.
- 4 Tap the **Assign** button, then press the hardware button on your device.
- 5 Tap **OK**.



Licenses and Protected files

Some digital media content from the Internet, CD tracks, and videos have associated licenses that protect them from being unlawfully distributed or shared.

Licenses are managed and created using digital rights management (DRM), which is the technology for securing content and managing the rights for its access.

Some licenses may prevent you from playing files that are copied to your device. Files that have licenses associated with them are called protected files.

Use the Windows Media Player on your computer to copy your digital media files to your device. Doing this, button in ActiveSync, ensures that licences are copied with protected files.

For more information on using Windows Media Player for Pocket PC, tap , then tap **Help** .

10 Wireless Data Programs

Your MC35 has built-in support for a range of wireless data communication programs:

- Use Internet Explorer Mobile to browse the Web and view WAP-enabled sites.
- Use Messaging to send and receive email/text messages.
- Use MSN Messenger to send and receive instant messages.
- Use MSN Hotmail to send and receive email.
- Use Terminal Services Client to wirelessly log onto a Windows NT server type PC that is running Terminal Services software
- Use ActiveSync to remotely synchronize with your computer.

This chapter describes how to use Internet Explorer Mobile, Messaging, MSN Messenger, and Terminal Services Client.

- Internet Explorer
- Messaging
- MSN Messenger
- Terminal Services Client

Internet Explorer Mobile

Use Internet Explorer Mobile to view Internet or Intranet sites from your device. You can download files and programs when browsing these sites. During synchronization with your computer, you can choose to download your favorite links and mobile favorites that are stored in the Mobile Favorites subfolder of Internet Explorer on your computer.

Internet Explorer Mobile includes support for:

- XHTML Basic
- Cascading Style Sheets
- WML 2.0
- JavaScript 5.5
- IPv6

Enter the web address you want to visit.




Go button

Tap to select a previously selected site.

10 Wireless Data Programs


Internet Explorer Mobile

To open Internet Explorer Mobile:

- Tap  then **Internet Explorer**.

Browsing the Internet

To connect and start browsing, do either one of the following:

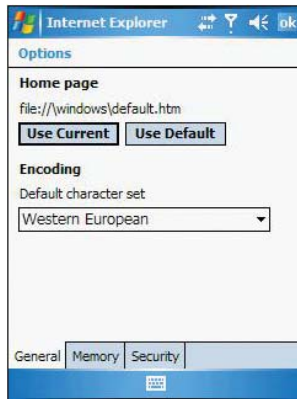
- Tap **Menu**, **Favorites**, then tap the favorite you want to view.
- In the address bar that appears at the top of the screen, enter the Web address you want to visit, then tap .
- Tap the Address Bar pick list to choose from previously entered addresses.

Viewing the History list

- Tap **Menu**, then **History**.

To change the number of days of links stored in the History list and clear the History list:

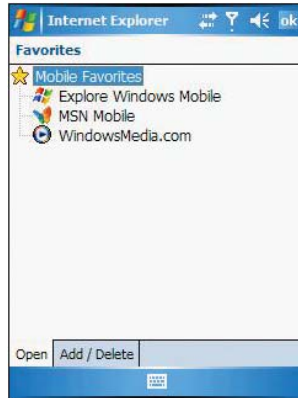
- 1 In the Internet Explorer Mobile main window, tap **Menu**, **Tools**, then **Options**.
- 2 Tap **Memory** tab.



- 3 Tap the pick list under "Save links to pages visited in the past" to set the number of days of links.
- 4 Tap **Clear History** to delete the stored links.
- 5 Tap **OK**.

Mobile favorites

- 1 To display the Mobile Favorites navigation window, tap **Menu**, then **Favorites**.

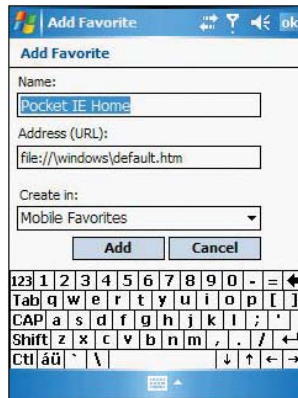


- 2 Tap the page you want to view.

The page that was downloaded the last time you synchronized with your computer displays. If the page is not on your device, the favorite is dimmed. Synchronize with your computer again to download the page to your device, or connect to the Internet to view the page.

To add a favorite link:

- 1 While on the page you want to add, tap and hold on the page.
- 2 Tap **Add to Favorites** from the pop-up menu.



- 3 Make the changes you want on the Name and Address fields
- 4 In the Create in pick list, select the folder where you want the link to be stored.
- 5 Tap **Add**, then tap **OK**.

Mobile Favorites folder

Only items stored in the Mobile Favorites subfolder of the Favorites folder of Internet Explorer on your computer are synchronized with your device. This folder was created when you selected the Favorites information type for ActiveSync synchronization with your computer.

Favorite Links

During synchronization, the list of favorite links in the Mobile Favorites folder on your computer is synchronized with Internet Explorer Mobile on your device. Both locations are updated with changes made to either list each time you synchronize. Unless you mark the favorite link as a mobile favorite, only the link will be downloaded to your device, and you will need to connect to your ISP or network to view the content.

Mobile Favorites

If you are using Microsoft Internet Explorer 5.0 or later on your computer, you can download mobile favorites to your device. Synchronizing mobile favorites downloads Web content to your device and enables you to view pages while you are disconnected from your ISP and computer. To quickly create mobile favorites, use the Internet Explorer plug-in installed with ActiveSync.

To create a mobile favorite:

- 1 In Internet Explorer on your computer, click **Tools**, then **Create Mobile Favorite**.
- 2 To change the link name, enter a new name in the Name box.
- 3 Optionally, in Update, select a desired update schedule.

If you did not specify an update schedule, you need to manually download content to keep the information updated on both your computer and device. Before synchronizing with your device, in Internet Explorer on your computer, click **Tools**, then **Synchronize**. You will see the last time content was downloaded to the computer, and you can manually download content if needed.

- 4 Click **OK**.
Internet Explorer downloads the latest version of the page to your computer.

TIP: You can add a button to the Internet Explorer toolbar for creating mobile favorites. In Internet Explorer on your computer, click **View, Toolbars**, then **Customize**.

To download a mobile favorite:

- 1 Right-click the mobile favorite, then click **Properties**.
- 2 In the Download tab, specify the number of links deep you want to download.
To conserve device memory, go only one level deep.
- 3 Synchronize your device and computer.
Mobile favorites that are stored in the Mobile Favorites folder in Internet Explorer are downloaded to your device.

To save device memory in downloading mobile favorites:

Mobile favorites take up storage memory on your device. To minimize the amount of memory used, observe the following:



- In the settings for the Favorites information type in ActiveSync options, turn off pictures and sounds, or top some mobile favorites from being downloaded to your device.
- Limit the number of downloaded linked pages. In Internet Explorer on the computer, right-click the mobile favorite you want to change, then click **Properties**. In the Download tab, specify 0 or 1 for the number of linked pages you want to download.

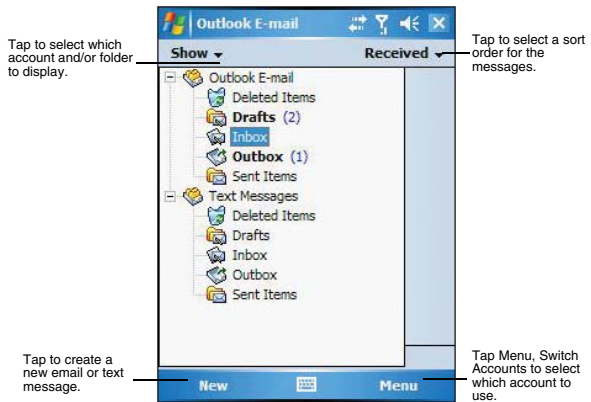
Messaging

Use Messaging to:

- Send and receive email messages by connecting directly to an email server through an Internet service provider (ISP) or a network.
- Synchronize email messages with Microsoft Exchange or Microsoft Outlook on your computer.
- Send and receive text messages through your mobile service subscription. Messaging supports 8 bits data with class 0, 1, 2, 3, as well as USDD (Unstructured Supplementary Service Data).

To open Messaging:

- Tap , then **Messaging** .



To send and receive email:

- Tap **Menu**, then **Send and Receive**.

Synchronizing email messages

Email messages can be synchronized as part of the general synchronization process. Enable E-mail synchronization in ActiveSync.

To enable E-mail synchronization in ActiveSync:

- 1 Open ActiveSync on your computer.
- 2 Click **Tools**, then **Options**.
- 3 In the Mobile Device list under the Desktop area, select the check box before E-mail.
- 4 Click **OK**.

During synchronization:

- Messages are copied from the Outlook Inbox folder on your computer, or from a Microsoft Exchange server, to the Inbox folder (under the ActiveSync account) on your device.
- By default, when synchronizing Inbox information with your computer, you receive only messages from the last three days and the first 0.5 KB of each new message. You can also choose to download file attachments.
- The messages on your device and on your computer are linked. When you delete a message on your device, it is also deleted from your computer the next time you synchronize, and vice versa.

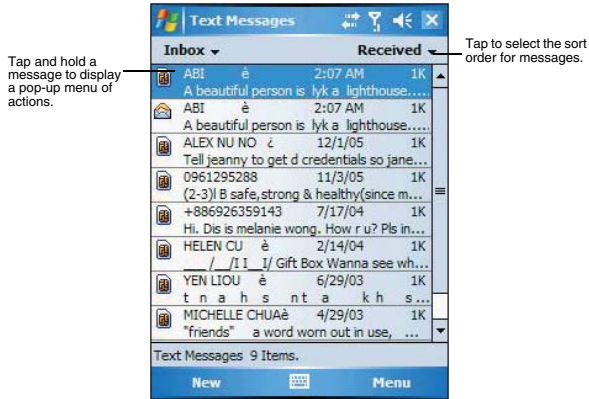
10 Wireless Data Programs

Messaging

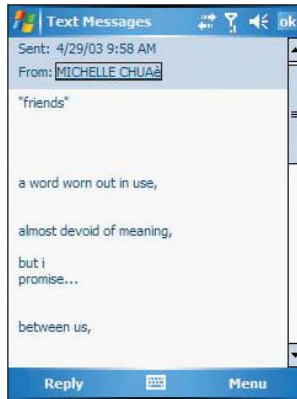
- Messages in subfolders in other email folders in Outlook are synchronized only if the folders have been selected for synchronization in Inbox on your device.

Using the message list

The messages you receive display in the message list. By default, the most recently received messages display first in the list.



When you receive a message, tap it to open it. Unread messages display in bold.



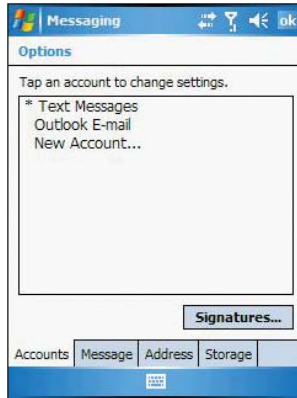
You can mark the messages that you want to retrieve in full during your next synchronization or email server connection. Follow the steps below:

- 1 In the message list, tap and hold the message you want to retrieve.
- 2 On the pop-up menu, tap **Download Message**.

The icons in the Inbox message list give you visual indications of message status.

- 3 Specify your downloading preferences when you set up the service or select your synchronization options. You can change them at any time:
 - Change options for E-mail synchronization using ActiveSync options.

- To change options for direct email server connections. In the Messaging window on your device:
 - (a) Tap **Menu**, **Tools**, then tap **Options**.



- (b) On the Accounts tab, tap the service you want to change.
- (c) To remove a service, tap and hold the service, then select **Delete**.

Creating an email/text message

Whether you want to send an email or text message, you do so by changing the Account option. To do so, tap the double arrows next to the Subject field, then tap the Account field to choose what service you want.

The procedure on the next page applies to creating an email message. For procedures on how to create a text message, see page 65.

To create an email message:

- 1 In the message list, tap **New**.
- 2 Enter the email address of your intended recipients in the To field. You can do this in different ways.
 - Manually enter the address using any of the input panel options.
 - Type the first few letters of an email address that is stored in Contacts. The auto-suggest feature suggests email addresses as you type so that you find them more quickly.
 - Tap the To field or Address Book to display the contact list, then tap a contact from the list.
Tap **OK** to hide the contact list.Make sure multiple email address within the same field are separated with a semicolon.

- 3 Compose your message.

The Spell Check feature allows you to search your message for common spelling errors. Tap **Menu**, then **Spell Check**.

To enter preset or frequently used messages, tap **Menu**, **My Text**, then select a message.

To attach a voice recording, tap **Menu**, **Insert**, **Voice Note**, then proceed with creating the recording. See page 45 for detailed instructions.

- 4 Tap **Send** when you've finished the message.
If you are working offline, the message is moved to the Outbox folder and sent the next time you're online.

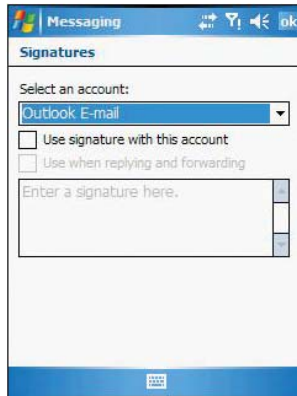


Creating a message Signature

You can personalize your email and text messages by appending a signature to it. The signature support of your device allows you to create different signatures for your email and SMS account. This feature also eliminates the need to re-type a closing for every message.

To create a signature:

- 1 In the message list, tap **Menu**, **Tools**, then **Options**.
- 2 Tap the **Accounts** tab, then **Signatures**.



- 3 Tap the pick list to select which account to create a signature for.
- 4 Select the "Use signature with this account" check box. The soft keyboard automatically displays.
- 5 Enter a signature in the box.

- 6 You can use the signature for new messages only, or you can select the "Use signature when replying and forwarding" check box to append it to all outgoing messages.
- 7 Tap **OK**.

Managing email messages and folders

By default, messages are displayed in one of five folders for each service you have created—Deleted Items, Drafts, Inbox, Outbox, and Sent Items.

- The behavior of the Deleted and Sent Items folders depends on the options you have chosen. To set these options, in the message list:
 - (a) Tap **Menu, Tools**, then **Options**.
 - (b) On the Message tab, select your options.
- If you want to organize messages into additional folders, tap **Menu, Tools**, then **Manage Folders** to create new folders.
- To move a message to another folder, in the message list, tap and hold the message, then tap **Move** on the pop-up menu.

Folder behavior with a direct connection to an email server:

The behavior of the folders you create depends on whether you are using ActiveSync, Text Messages, POP3, or IMAP4 account.

- If you use ActiveSync, email messages in the Inbox folder in Outlook automatically synchronize with your device. You can select to synchronize additional folders by designating them for ActiveSync. The folders you create and the messages you move are then mirrored on the server. For example, if you move two messages from the Inbox folder to a folder named Family, and you have designated Family for synchronization, the server creates a copy of the Family folder and copies the messages into that folder. You can then read the messages while away from your computer.
- If you use Text Messages, messages are stored in the Text Messages' Inbox folder.
- If you use POP3 and you move email messages to a folder you created, the link is broken between the messages on your device and their copies on the email server. The next time you connect, the email server sees that the messages are missing from the device's Inbox 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 your device.
- If you use IMAP4, the folders you create and the email messages you move are mirrored on the server. Therefore, messages are available to you anytime you connect to your email server, whether it is from your device or from your computer. This synchronization of folders occurs whenever you connect to your mail server, create new folders or rename/delete folders when connected.



Pocket MSN includes support for the following:



- **MSN Hotmail**
You can read, write and send email, delete email and manage your Hotmail folder.
- **MSN Messenger**
See who's online. Send and receive instant messages. Subscribe to status update for selected contacts so you are notified when they are online.
- **MSN Mobile Home**
Launch a personalized browser that offers email access and a portal that allows access to customized stock lists, weather, sports, entertainment and news headlines.
- **Options and settings**
Configure the Pocket MSN settings to create a custom Pocket MSN experience.

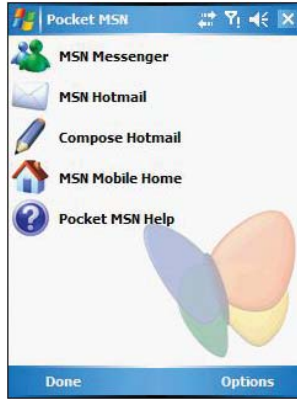
10 Wireless Data Programs

Pocket MSN

- **Pocket MSN Help**
Get detailed information on how to use pocket MSN.



To open Pocket MSN:

- 1 Tap , **Programs**, then **Pocket MSN** .



Signing in to Pocket MSN

Signing in to Pocket MSN helps to maintain a secure access to your MSN Hotmail and MSN Messenger accounts.

- 1 Tap , then **Today** .
- 2 Tap the Tap here to sign in to Pocket MSN.




- 3 Enter your sign-in name and password.
Select the "Save password" check box so you need not enter these information again the next time you sign in.
- 4 Tap **Sign In**.

MSN Hotmail

MSN Hotmail on your device lets you access your Hotmail Inbox.

NOTE: Make sure you create a connection to the internet before using MSN Hotmail.



Viewing Hotmail Inbox

- 1 Tap  **Programs**, then **Pocket MSN** .



- 2 Tap **MSN Hotmail**.
To synchronize your Hotmail Inbox so you see your latest email messages, tap the Send/Receive Mail.

Keeping your Hotmail Inbox up-to-date

- 1 Tap  **Programs**, then **Pocket MSN** .
- 2 Tap **Options**, then tap **Hotmail**.
- 3 Tap the "Download new e-mail automatically" check box.
- 4 Tap **OK**.

Creating an email message

- 1 On the Hotmail Inbox window, tap **New**.
- 2 Enter the email add of your intended recipients in the To field.
- 3 Enter the subject in the Subject line.
- 4 Compose your message.
- 5 Tap **Send** when you have finished the message.

MSN Messenger


MSN Messenger on your device is an instant messaging program that lets you:

- See who is online
- Send and receive instant messages
- Conduct instant message conversations with groups of contacts

Requirements to use MSN Messenger

- For MSN Messenger Service, a Passport. If you have a Hotmail® or MSN account, you already have a Passport.
- Sign up for a Microsoft Passport account at <http://www.passport.com>. Get a free Microsoft Hotmail email address at <http://www.hotmail.com>.
- For Exchange Instant Messaging Service, an Exchange account.
- To set up an Exchange account, see your network administrator.

To open MSN Messenger:

- 1 Tap , **Programs**, then **Pocket MSN**.
- 2 Tap **MSN Messenger**.



Setting up an account

Before you can connect, you must enter Passport or Exchange account information.

NOTE: Make sure you create a connection to the internet before using MSN Messenger.

To set up an account and sign in:

- 1 In the MSN Messenger main window, tap **Menu**, then **Options**.
- 2 Tap the **Messenger** tab.
- 3 Select "Enable MSN Messenger Service" check box.
- 4 Your sign-in name and password are established the first time you sign into Pocket MSN.
- 5 Tap **OK**.

Signing in to your account

- 1 Tap anywhere on the MSN Messenger main window
- 2 Enter your sign-in name and password.
Select the Save password check box so you need not enter these information again the next time you sign in.
- 3 Tap **Sign In**.
If you already use MSN Messenger on your computer, your contacts will show up on your device without being added again.

NOTE: To sign in after connecting to a wireless network, tap **Menu, Options, Messenger**, then follow the direction on the screen.

Working with contacts

The MSN Messenger window shows all of your messenger contacts at a glance, divided into Online and Not Online categories. From this view, while connected, you can chat, send an email, block the contact from chatting with you, or delete contacts from your list using the pop-up menu.

- To see others online without being seen, tap **Menu, My Status**, then select **Appear Offline**.
- If you block a contact, you appear offline but remain on the blocked contact list.
- To unblock a contact, tap and hold the contact, then tap **Unblock** on the pop-up menu.

Chatting with contacts

- 1 To open a chat window, tap a contact name.
- 2 Enter your message in the text entry area at the bottom of the screen, or tap My Text to enter a preset message.
- 3 Tap **Send**.

Tips when chatting with contacts

- To invite another contact to a multi-user chat, tap **Menu, Chat**, then tap the contact you want to invite.
- To return back to your chat window, tap **Menu, Chat**, then select the person with whom you were chatting.
- To see if the contact you are chatting with is responding, look for the message under the text entry area.

Signing out of your account

- Tap **Menu**, then **Sign Out**.



Terminal Services Client



You can use Terminal Services Client to log onto a Windows NT server type PC that is running Terminal Services software and use all of the programs that are available on that PC from your device. For example, instead of running Microsoft Pocket Word, you can run the PC version of Microsoft Word and access all of the .doc files on that PC from your device.

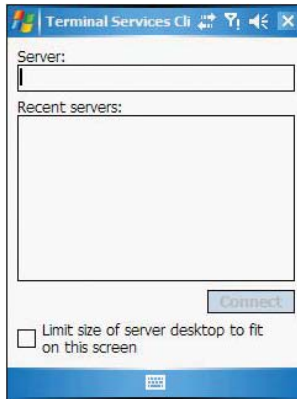
NOTE: You cannot use Transcriber when entering information in Terminal Services. You must use Keyboard, Block Recognizer, or Letter Recognizer.

10 Wireless Data Programs

Terminal Services Client

Connecting to a terminal server

- 1 Start a remote connection to the server via your wireless modem connection.
- 2 Tap , **Programs**, then **Terminal Services Client** .
The Terminal Services Client main window appears.




- 3 To connect to a server you have previously connected to, in Recent Servers, tap a server.
To connect to a new server, enter the server's name in the Server box.
Select the limit size of desktop to fit on the screen check box only when using applications that have been specifically sized for use with Pocket PC.

NOTE: If the network administrator has configured 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.

- 4 Tap **Connect**.


To disconnect 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 mobile device.

- 1 In the Terminal Services Client window, tap , then **Shutdown**.
- 2 Tap **Disconnect**.

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

To disconnect and end a session:

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

Navigating inside Terminal Services Client


Once connected to the server, the PC's screen may more than fill your 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 device—one to scroll information on the PC, and the other one to scroll the PC display through the Terminal Services window in Terminal Services Client.
- To ensure you are scrolling the PC display through Terminal Services Client, use the four directional buttons at the bottom of the Terminal Services Client screen.
- To better-fit information on your mobile device's screen, select Limit size of server desktop to fit on this screen. For best effect, programs on the PC should be maximized.

Tips when using Terminal Services Client

To improve display performance:

Display performance is improved by decreasing the time it takes for the screen to be refreshed on the PC.

- 1 On your PC, select , **Settings**, then **Control Panel**.
- 2 Click **Display**.
- 3 Deselect the "Clear the Transition effects for menus and tool tips" check box.

To improve browser performance:

The level of Internet Explorer's performance on your PC is improved by decreasing the time it takes for Web pages to be refreshed.

- 1 In Internet Explorer on your PC, select **Tools**, **Internet Options**, then **Advanced**.
- 2 Deselect the Use smooth scrolling check box.

10 Wireless Data Programs
Terminal Services Client

11 Accessory Programs



Your Pocket PC has bundled several accessory programs that both extend and complement your device's computing and phone functions.

- Use SIM Manager to manage contacts stored in your SIM card
- Use Pictures & Videos to manage, view, and edit image files, as well as record and play video clips.
- Use Camera to capture audio and video files.

SIM Manager

SIM Manager enables you to manage all contacts stored on your SIM card. This program complements your device's phone function by enabling not just the addition of new phone numbers on your SIM card, but more importantly, exporting such contact information to Microsoft Contacts. This eliminates the need to manually enter these new contact information in your device.

To open SIM Manager:

- Tap  **Programs**, then **SIM Manager** .

Wait for SIM card contacts to load. This may take a few seconds.





Idx	Name	Phone
3	JONATHAN ...	0922427838
49	JONATHAN ...	09177928515
57	JOSEPH NG ...	0936074003
51	KEVIN WAN...	0953642563
52	LHEN CHO ...	0936682907
53	MARIAN CH...	0955953965
83	MARIAN HO...	0266388918
76	MARY ONG ...	0066391789...
54	MARYANNE ...	0931206037
55	MECO KH ...	073326257
56	MICHELLE C...	0066391750...
2	MYLA CHUN...	0911959946
87	MYLA DE L...	0958803591
94	Myla house	0226900208
89	NET ANG ...	0936583833
59	OHIO £	0227402537

Procedures on how to perform the various SIM Manager operations is integrated in "5 Using The Phone Function" on page 47.

Pictures & Videos

Pictures & Videos extends your device's function to the visual scene with its image management, viewer and editing functions. It supports BMP, GIF and JPEG image format, as well as record and launch video clips stored on your device or on a storage card. Now you can keep those images of your favorite moments as mobile as you are.

To open Pictures & Videos:

- Tap  **Programs**, then **Pictures & Videos** .

Pictures & Videos opens to a thumbnail view of all image files stored on the My Pictures folder on your device and/or on a storage card attached to your device.


You can use Pictures & Videos to do any of the following:


- View images in thumbnail, full screen or slide show mode
- Edit BMP, GIF and JPEG images
- Set a BMP, GIF and JEG image as the background of the Today screen, similar to using a wallpaper on your computer's desktop screen.
- Send an image file or video clip via infrared or using Inbox
- Record a video clip
- Launch video clips stored on your device.

Copying image files or video clips to your device

To view your image files and video clips in Pictures & Videos, copy the files to the My Pictures folder of your device or on a storage card folder.


To copy image files or video clips from your computer to your device:

- 1 Connect your device to your computer.
- 2 In ActiveSync on your computer, click **Explore**  .
Windows Explorer opens the Mobile Device window for your device.
- 3 Locate then select the file(s) that you want to copy on your device.
- 4 Right-click the selected file(s), then click **Copy**.
- 5 Place the cursor on the My Pictures folder of the Mobile Device window, right-click, then click **Paste**.

In Pictures & Videos, tap  to view image files stored in the My Pictures folder.

To copy image files from a storage card to your device:

- 1 Install the storage card to your device's SD/MMC slot.
- 2 Perform steps 1-4 of the procedure above.
- 3 Locate the Built-in Storage folder under the My Windows Mobile-Based Device directory.
- 4 Open the folder under the Built-in Storage folder where you want to save your image file(s).
- 5 Place the cursor on the selected folder, right-click, then click **Paste**.

In Pictures & Videos, tap  to view image files stored in an attached storage card.

Organizing photos and videos

You can use Pictures & Videos to organize and search for images stored on your MC35 or on a SD/MMC card. You can also edit images and send them as an MMS or email attachment, view a slideshow of your pictures or set a picture as a background on the Today screen. Pictures & Videos display images in any of the three view modes—thumbnail (default), full screen, and slide show.

Thumbnail mode

Thumbnail mode is the default view mode every time you open Pictures.



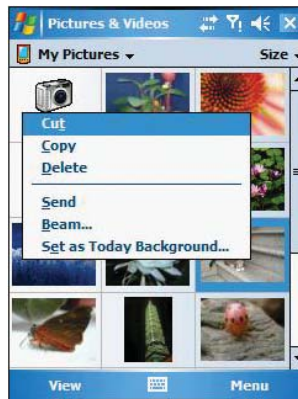
You can perform the following while in thumbnail mode:

- Tap and hold a thumbnail to display a pop-up menu of available actions.
- Place your stylus within the edge at the far left or far right of the screen and then drag the stylus over the images to perform multiple selection useful in deleting images by batch rather than by thumbnail.
- Move the joystick up or down to select the previous/next thumbnail.

To perform image management tasks:

It is only in thumbnail mode can you perform most of the image management tasks.

- 1 Tap and hold a thumbnail to display a pop-up menu of available actions.



- 2 Do any of the following:

- Tap **Cut** to move image file to the Storage Card folder.
- Tap **Copy** to create a duplicate image file. This is useful when you want to edit an image but still want to retain an original copy of the image.
- Tap **Delete** to remove the selected thumbnail from its location. You are prompted to confirm the deletion.
- Tap **Send** to attach image as an attachment to an email.

11 Accessory Programs

Pictures & Videos

- Tap **Beam** to send the thumbnail to another Bluetooth or IR-enabled device.
- Tap **Set as Today Background** to set image as background of the Today screen.

Full screen mode

It is only in full screen mode can you perform any editing action on an image.

To view image in full screen mode:

- Tap a thumbnail or press the joystick while a thumbnail is selected.
In this view, the selected image is maximized so that it fits the entire screen (with the navigator and command bars still visible) used to display it.



Tap **OK** or press the joystick to return to thumbnail mode.

To change the image orientation:

You can change the display orientation of an image.

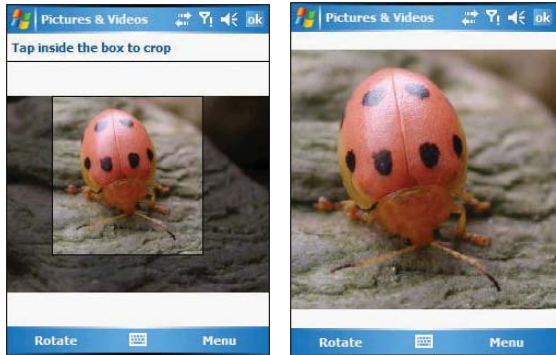
- On the command bar, tap **Menu**, **Edit** then **Rotate** to rotate the image 90° counter-clockwise.



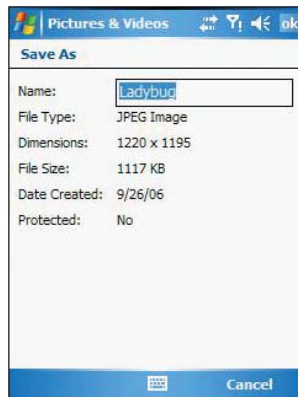
To crop part of an image:

You have the option to specify a portion of an image and then save that portion as a new JPEG file.

- 1 Tap **Menu**, then **Edit**.
- 2 Tap **Menu**, then **Crop** to enable the Crop tool.
- 3 Drag your stylus across part of the image you want to crop.
- 4 Tap inside the selection.



- 5 Tap **Menu**, then select **Save As**.
- 6 Fill out the fields in the Save As window.



- 7 Tap the **OK** button.

To zoom in/zoom out the image:


To view images in a larger or smaller scale use the Zoom tool.

- 1 Tap the image.
- 2 Tap **Menu**, then **Zoom**.




A zoom selection panel appears on the lower right corner of the screen.

11 Accessory Programs

Pictures & Videos

- 3 Tap the Magnify button  to enable the zoom selection tools.
The full screen image zooms in and a red selection border automatically appears on the image inside the zoom selection panel.

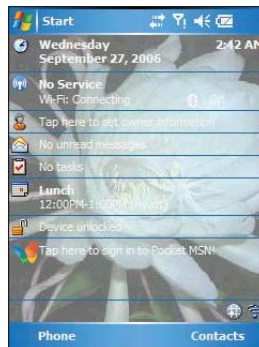
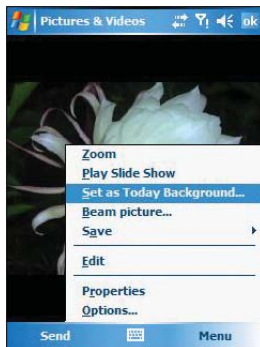


- 4 Do any of the following:
 - Tap  to magnify the size of the image.
 - Tap  to reduce the size of the image.
 - Tap  to return the image to its original view size.
 - Drag the red border to pan the image in any direction you want.
- 5 Tap **Menu**, then **Zoom** to hide the zoom selection panel.

To set an image as a Today wallpaper:

To add a custom look to the Today screen of your device, apply a wallpaper of your choice using any image.

- 1 Tap and hold a thumbnail, then tap **Set as Today Background**.



- 2 Tap the up or down arrows to set the transparency level.

- 3 Tap the **OK** button.

Slide show mode

You can view images in a slide show much like viewing a PowerPoint presentation in your computer. Images are adjusted to fit the entire display area and are shown in a five seconds interval (default).

To view image in slide show mode:







- In thumbnail mode, tap **Menu**, then **Play Slide Show**.
During the slide show, you can use hardware buttons to control the image display. Move the joystick up or down to display the previous image; rotate down to display the next image.

To view the Slide Show toolbar:

- During the slide show, tap anywhere on the screen or press the joystick.



The icons in the Slide Show toolbar lets you control the pace of the slide show, as well as change the orientation of the images.

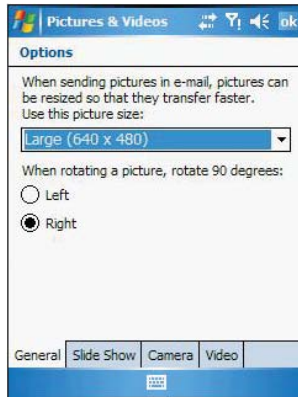
- Tap  to rotate the images counterclockwise.
- Tap  to continue the slide show after pausing it.
- Tap  to pause the slide show.
- Tap  to display the previous image.
- Tap  to display the next image.
- Tap  to stop the slide show. Screen returns to thumbnail mode.

Customizing Pictures & Videos

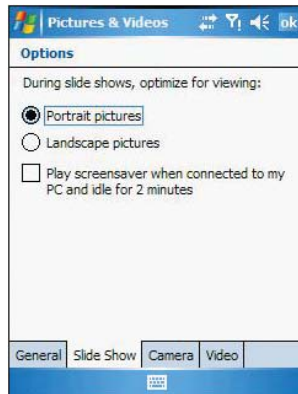
Using the Options command you can set preference settings on how to use Pictures & Videos.

To customize Pictures & Videos:

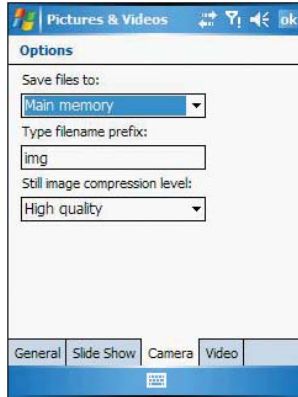
- 1 In either thumbnail or full screen mode, tap **Menu**, then **Options**.
- 2 In the General tab, set the following options:
 - Select the size of the pictures you want to send through email. Only pictures sent through an email message is resized, the original picture remains unchanged.
 - Resize pictures for faster email transfer
 - Rotate pictures towards left or right.



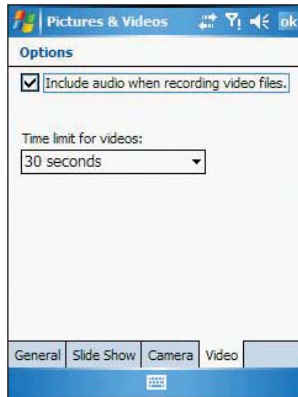
- 3 In the Slide Show tab, set the following options:
 - Select the Portrait or landscape radio button to set slide show orientation.
 - Select the "Play a screensaver when connected to my PC and idle for 2 minutes" check box to set the image files in the My Pictures folder as a screensaver whenever your device is connected to the USB sync cable and is idle for 2 minutes.



- 4 In the Camera tab, set the following options:
- Select to save image files to onboard memory or built-in storage.
 - Enter the prefix to be used as a default title for the image file.
 - Set a compression level when saving the image. The high quality setting provides the best image quality but more memory is required.



- 5 In the Video tab, set the following options:
- Select to include audio when recording video files.
 - Select the length for video clips recorded with the camera.



- 6 Tap OK.

Camera

You can take photos and videos and scan bar codes with the device's built-in camera. The camera lens is located on the rear of the device. Images can be stored on the device's onboard memory or a memory card. Once you take photos or video clips or scan bar codes, you can associate the image with a name in the phone book, email it to friends, or send it to other pocket PCs or phones. You can also send images to your computer via Bluetooth or IR.

NOTE: The image capture application must be installed and enabled in order to operate the scanner. For more information on the type of image capture application compatible with your device, refer to the Symbol website.


Capture mode

The MC35 offers two types of capture mode:

- Camera
- Bar code scan

Selecting a capture mode

To select camera mode:



- Slide the mode switch to camera icon .

To select bar code scan mode:

- Slide the mode switch to the bar code icon .



Using the Camera

To take a photo:

- 1 Press the **Camera** button  located on the lower-right side of the phone, to activate the camera.
- 2 Check the image in the screen, adjust if necessary.
- 3 Press the **Camera** button  to take the picture.




To view pictures and video clips:

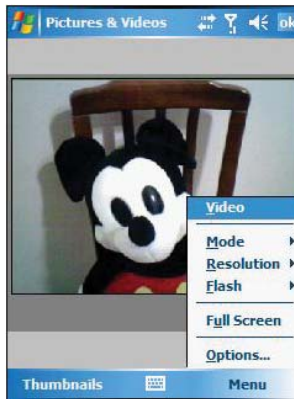
- 1 Tap , **Programs**, then **Pictures & Videos** .



- 2 Tap the picture or video clip that you want to see.

To record a video clip:


- 1 Press the **Camera** button  located on the lower-right side of the phone, to activate the camera.
- 2 Tap **Menu**, then **Video** to set shooting mode to video.



The available recording time displays.

11 Accessory Programs

Camera


- 3 Press the **Camera** button  to begin recording.
The default video clip length is 1 minute and 47 seconds. Recording stops when you press the camera button again.

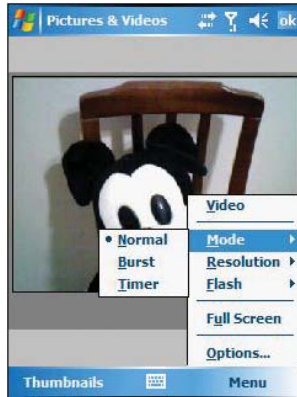
To scan bar code labels:

- 1 Launch the image capture application.
- 2 Aim the camera lens at the selected bar code and press the Camera button to scan.
The scanned bar code data appears on the screen.

Camera settings

To configure the camera settings of your device:

- 1 Launch the camera, by doing one of the following:
 - Press the **Camera** button  located on the lower-right side of the phone, to activate the camera.
 - Open **Pictures & Videos**, then tap **Camera**.
 - Open **Pictures & Videos**, then press the left soft button.
- 2 Tap **Menu**, then choose settings for the following parameters:



- Video - Tap to switch to video or still mode.
- Mode - Select from the following modes to take your picture:
 - Normal - Takes picture using the default settings.
 - Burst - Takes picture consecutively in continuous mode.
 - Timer - Takes picture five seconds after pressing the Camera button.
- Brightness - Select the brightness setting to obtain optimum image brightness.
- Resolution - The default resolution setting is 650 x 152 pixels.
- Flash - Turns flash on and off.
- Options - Displays the camera options window.



GPS launcher

The MC35's GPS navigation system has its core on the Navigation software application. Using a Navigation software requires that you load the digital maps. For GPS navigation solutions recommended by Symbol, visit <http://www.symbol.com>.



AirBEAM Smart

The AirBEAM Smart product allows specially designed software packages to be transferred between a host server and Symbol wireless handheld devices. Before transfer, AirBEAM Smart checks and compares package version, so that only updated packages are loaded.

AirBEAM Smart resides on radio-equipped client devices and allows them to request, download and install software, as well as to upload files and status data. Both download and upload of files can be accomplished in a single communications session. The ability to transfer software over a radio network can greatly reduce the logistical efforts of client software management.

In an AirBEAM Smart system, a network-accessible host server acts as the storage point for the software transfer. The AirBEAM Smart Client uses the industry standard FTP or TFTP file transfer protocols to check the host system for updates and, if necessary, to transfer updated software.

NOTE: For more detailed information about AirBEAM, refer to the AirBEAM® Smart Windows® CE Client Product Reference Guide (p/n 72-63060-xx).

AirBEAM Package Builder

In a typical distributed AirBEAM system, software to be transferred is organized into packages. In general, an AirBEAM package is simply a set of files that are assigned attributes both as an entire package and as individual component files. The package is assigned a version number and the transfer occurs when an updated version is available.

An AirBEAM package can optionally contain developer-specified logic to be used to install the package. Installation logic is typically used to update client device flash images or radio firmware. Examples of common AirBEAM packages would include packages for custom client application software, radio firmware and AirBEAM Smart Client software.

Once these packages are built, they are installed on the host server for retrieval by the handheld device. The AirBEAM Package Builder is a utility used to define, generate and install AirBEAM packages to a server. The packages are then loaded from the server onto a client device equipped with an AirBEAM Smart Client executable.

For detailed instructions on how to define, generate and install AirBEAM packages to the server, refer to the *AirBEAM Package Builder Product Reference Guide*, p/n 72-55769-xx.

AirBEAM Smart Client

The AirBEAM Smart Client is installed on the handheld vehicle computer. It is configured with the server access information, the names of the packages to be downloaded and other controlling parameters. When the AirBEAM Smart Client is launched, the device connects to the specified FTP server and checks the packages it is configured to look for. If the package version was updated, the client requests the transfer.

AirBEAM License



The AirBEAM Smart Client is a licensed software product. The AirBEAM Smart Client's version synchronization functionality is enabled through a license key file that is stored on the client device. The license key file can be built into AirBEAM Smart Client's image, or downloaded in a special AirBEAM package.

The AirBEAM license key file contains a unique key and a customer specific banner that is displayed when the AirBEAM Smart Client version synchronization logic is invoked.

11 Accessory Programs

AirBEAM Smart

To open AirBEAM:



- Tap , **Programs**, then **AirBEAM** .

Configuring the AirBEAM Smart Client

Using the Configure command you can set preference settings on how to use AirBEAM. You can perform the following configuration options in AirBEAM:

- Specify the package name of the first four of eight packages that are to be loaded during the AirBEAM synchronization process. The specified package name must correspond to a package that is available on the specified package server.
- Specify the package name of the last four of eight packages that are to be loaded during the AirBEAM synchronization process. The specified package name must correspond to a package that is available on the specified package server.
- Specify the configurations of the server to which the client connects during the package synchronization process.
- Set various miscellaneous AirBEAM features.

To configure AirBEAM Smart Client:

- 1 Tap , **Programs**, then **AirBEAM** .

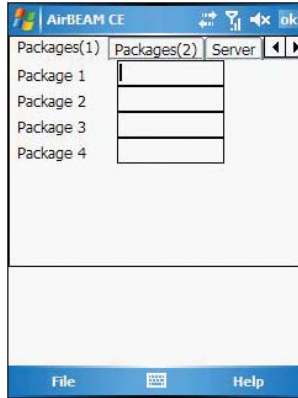


- 2 Tap **File**, then **Configure**.

The configuration window has seven tabs that you can modify - Packages(1), Packages(2), Server, Misc(1), Misc(2), Misc (3), and Misc(4).

NOTE: No inadvertent trailing spaces should be entered on the seven tabs. Information entered in these fields are case and space sensitive.

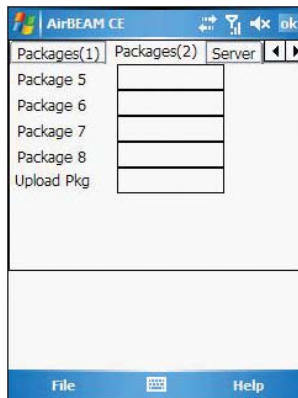
- 3 In the Packages(1) tab, set the following options:



- In the Package 1 field, enter the package name of the first of eight packages.
- In the Package 2 field, enter the package name of the second of eight packages.
- In the Package 3 field, enter the package name of the third of eight packages.
- In the Package 4 field, enter the package name of the fourth of eight packages.

NOTE: Package 1 to Package 4 fields are optional fields.

- 4 Tap Packages(2) tab, then set the following options:



- In the Package 5 field, enter the package name of the fifth of eight packages.
- In the Package 6 field, enter the package name of the sixth of eight packages.
- In the Package 7 field, enter the package name of the seventh of eight packages.

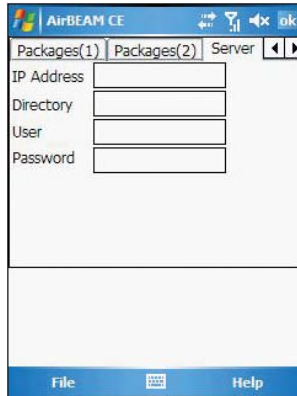
11 Accessory Programs

AirBEAM Smart

- In the Package 8 field, enter the package name of the eighth of eight packages.
- In the Upload Pkg field, enter the name of a package that is to be processed for "upload files" during the AirBEAM synchronization process. The specified package name must correspond to a package that is available on the specified package server.

NOTE: Package 5 to Package 8 and Upload Pkg fields are optional fields.

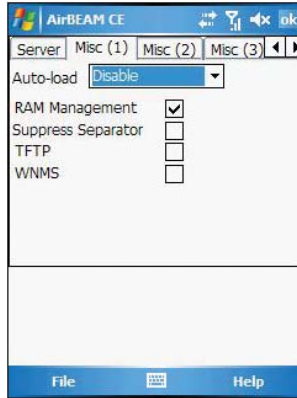
- 5 Tap Server tab, then set the following options:



The screenshot shows the AirBEAM CE application interface. At the top, there is a title bar with the Windows logo, the text "AirBEAM CE", and system icons for network, signal, and volume. Below the title bar is a navigation bar with three tabs: "Packages(1)", "Packages(2)", and "Server". The "Server" tab is currently selected. The main area contains four input fields: "IP Address", "Directory", "User", and "Password". At the bottom of the screen is a blue bar with "File" and "Help" buttons.

- In the IP Address field, enter the IP address of the server. It may be a host name or a dot notation format.
- In the Directory field, enter the directory on the server that contains the AirBEAM package definition files. All AirBEAM package definition files are retrieved from this directory during the package synchronization process.
- In the User field, enter the FTP user name that is used during the login phase of the package synchronization process.
- In the Password field, enter the FTP password that corresponds to the FTP user specified in the User field. The specified password is used during the login phase of the package synchronization process.

- 6 Tap Misc(1) tab, then set the following options:



- In the Auto-load drop-down list, specify how the AirBEAM Smart Client is to be invoked automatically when the client device is rebooted. The selections include:
 - Disable - The AirBEAM Smart Client is not invoked automatically during the boot sequence.
 - Interactive - The AirBEAM Smart Client is invoked automatically during the boot sequence. The package synchronization process is started automatically. The Synchronization Dialog box appears and the user is required to press the OK button when the process is complete.
 - Non-interactive - The AirBEAM Smart Client is invoked automatically during the boot sequence. The package synchronization process is started automatically. The Synchronization Dialog box is displayed, but the user is not required to select OK when the process is complete. The Synchronization Dialog box terminates automatically.
 - Background - The AirBEAM Smart Client is invoked automatically during the boot sequence. The package synchronization process is started automatically. Nothing is displayed while the synchronization process is occurring.
- Tap the RAM Management check box to specify whether the automatic RAM management is enabled during the package synchronization process.

If enabled, RAM management logic is invoked when there is not enough free disk space to download a package. The RAM management logic attempts to remove any discardable AirBEAM packages resident on the client.

- Tap the Suppress Separator check box to specify whether the automatic insertion of a file path separator character should be suppressed when the client generated server package definition file names.

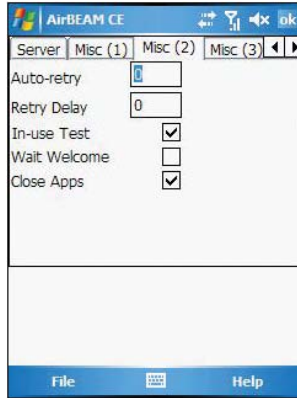
When enabled, the parameter also disables the appending of .apd to the package. This feature is useful for AS/400 systems, in which the file path separator character is a period. When this feature is enabled, the server directory (Directory) and package name (Package 1, Package 2, Package 3 and Package 4) are appended "as is" when building the name for the server package definition file.

When this feature is disabled, a standard file path separator is used to separate the server directory (Directory) and package name (Package 1, Package 2, Package 3 and Package 4) when building the name for the server package definition file. In addition, an .apd extension is appended automatically.

11 Accessory Programs

AirBEAM Smart

- Tap the TFTP check box to specify whether the TFTP protocol is to be used to download files. By default, the AirBEAM Smart Client uses the FTP protocol.
 - Tap the WNMS check box to specify whether the AirBEAM Smart Client uploads a WNMS information file at the end of each version synchronization.
- 7 Tap Misc(2) tab, then set the following options:



- In the Auto-retry field, specify whether the AirBEAM Smart Client automatically retries if there is a failure during the synchronization process.

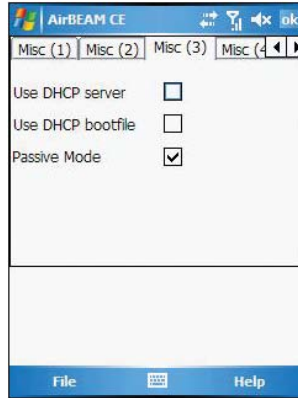
If this feature is enabled, the AirBEAM Smart Client displays a popup dialog indicating the attempt of a retry. The popup dialog is displayed for the number of seconds specified in the Retry Delay field.

The valid values for this field are:

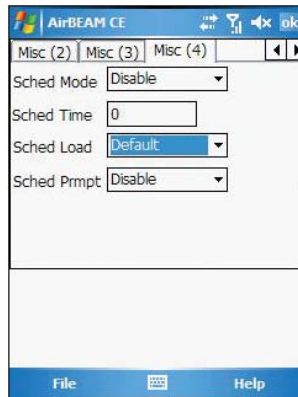
- -1: The AirBEAM Smart Client automatically retries indefinitely.
 - 0: The AirBEAM Smart Client does not automatically retry.
 - -0: The AirBEAM Smart Client automatically retries up to the number of times specified.
- In the Retry Delay field, specify the amount of time, in seconds, that the AirBEAM Smart Client delays before automatically retrying after a synchronization failure.
 - Tap the In-use Test check box to specify whether the AirBEAM Smart Client tests to determine if a file is in-use before downloading.

If the In-use Test feature is enabled, the AirBEAM Smart Client downloads a temporary copy of any files that are in-use. If any temporary in-use files are downloaded the AirBEAM Smart Client automatically resets the client to complete the copy of the in-use files. If the In-use Test feature is disabled, the synchronization process fails (-813) if any download files are in-use.
 - Tap the Wait Welcome check box to specify whether the AirBEAM Smart Client waits for the WELCOME windows to be completed before automatically launching the synchronization process after a reset.
 - Tap the Close Apps check box to specify whether the AirBEAM Smart Client automatically attempts to close non-system applications prior to resetting the mobile unit. If enabled the AirBEAM Smart Client sends a WM_CLOSE message to all non-system applications before resetting the mobile unit. This feature offers applications the opportunity to prepare (i.e. close open files) for the pending reset.

- 8 Tap Misc(3) tab, then set the following options:



- Tap the Use DHCP server check box to specify whether the AirBEAM Smart Client uses the DHCP response option 66 to specify the IP address of the FTP/TFTP server.
 If enabled, special RF network registry settings are required to force the DHCP server to return the "TFTP server name" field (option 66). The special RF network registry settings are included, but commented out, in the radio network registry initialization files (essid_xxxx_yy.reg).
 - Tap the Use DHCP bootfile check box to specify whether the AirBEAM Smart Client uses the DHCP response option 67 to specify the Package and Package 1 parameters.
 If enabled, special RF network registry settings are required to force the DHCP server to return the "Bootfile name" field (option 67). The special RF network registry settings are included, but commented out, in the radio network registry initialization files (essid_xxxx_yy.reg).
- 9 Tap Misc(4) tab, then set the following options:



- In the Sched Mode drop-down list, specify whether (and how) the scheduled mode is enabled. If enabled, schedule mode causes the AirBEAM synchronization process to occur periodically. The selections include:
 - Disable - The schedule mode is disabled.

11 Accessory Programs

AirBEAM Smart

- Fixed time - The schedule mode is enabled. The AirBEAM synchronization will be launched once per day at the time specified in the Sched Time setting. The synchronization will be launched every day Sched Time minutes past midnight.
- Fixed period - The schedule mode is enabled. The AirBEAM synchronization will be launched at a period by the Sched Time setting. The synchronization will be launched every Sched Time minutes.
- In the Sched Time field, specify, in minutes, the period for the schedule mode. The Sched Mode setting specifies how the Sched Time value is used.
- In the Sched Load drop-down list, specify the load mode to be used for scheduled synchronization, if enabled. The selections include:
 - Default - Specifies that the load mode specified in the Auto-load setting is to be used for scheduled synchronization sessions.
 - Interactive - The Synchronization Dialog displays when a scheduled synchronization session occurs. The user is required to press the OK button to dismiss the dialog.
 - Non-interactive - The Synchronization Dialog displays when a scheduled synchronization session occurs. The dialog is automatically dismissed when the synchronization is complete, unless an error occurs. If an error occurs the user is required to press the OK button to dismiss the dialog.
 - Background - Nothing is displayed when the scheduled synchronization sessions occur.
- In the Sched Prompt drop-down list, specify whether the AirBEAM client prompts the user when updates are available in schedule mode. The settings include:
 - Disable - Updated packages are automatically downloaded. The user is not prompted.
 - Alert - Updated packages are not automatically downloaded. The user is prompted to warm boot the device to initiate the package downloads.
 - Launch - Updated packages are not automatically downloaded. The user is prompted to start the package download. The user can defer the package download by responding no to the prompt. The MAXNOPRESS registry setting can be used to limit the number of times the user can defer the update.
 - Confirm - Updated packages are not automatically downloaded. This value behaves the same as the Launch value, except that the user is required to confirm an additional prompt before the download starts.

Synchronizing with the Server

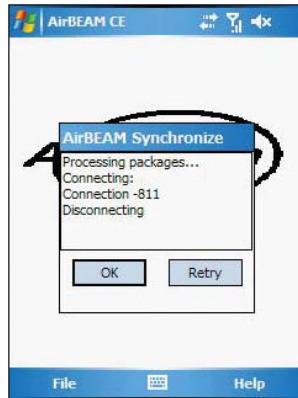
When the synchronization process is initiated, the AirBEAM Smart Client attempts to open an FTP session using the AirBEAM Smart Client configuration. Once connected, the client processes the specified packages. Packages are loaded only if the server version of a given package is different from the version loaded on the client. Once the upload process is complete, the AirBEAM Smart Client closes the FTP session with the server.

The AirBEAM Smart Client can launch an FTP session with the server either manually, when initiated by the user, or automatically.

Manual Synchronization

- 1 Configure the AirBEAM Smart Client. See "Configuring the AirBEAM Smart Client" on page 176.

- From the main *AirBEAM CE* window, tap **File**, then **Synchronize**.
Once connected, the AirBEAM Synchronize window appears.



- The **Status List** displays status messages that indicate the progress of the synchronization process.
- Press **Enter** to return to the Main Menu. This button remains inactive until the synchronization process is complete.
- Select **Retry** and press **ENTER** to restart the synchronization process. This button is activated only if there is an error during the synchronization process.


Automatic Synchronization

The AirBEAM Smart Client can be configured to launch automatically using the Misc(1) tab (see Misc(1) on page 179). When setting automatic synchronization, use the Auto-load drop-down list to specify how the AirBEAM Smart Client should be invoked automatically when the client device is rebooted. See Misc(1) on page 179 for instructions on enabling Auto Sync.

AirBEAM Staging

The AirBEAM Smart staging support is intended to speed up and simplify the process of staging custom or updated operating software onto mobile devices directly from manufacturing. The staging support is part of the AirBEAM Smart CE Client that is integrated into the vehicle computer.

The AirBEAM Smart support works by defaulting the AirBEAM Client configuration to a known set of values and launching the AirBEAM Smart package download logic. A staging environment, including an RF network, FTP server and AirBEAM packages must be setup. Ideally a staging network and server should be setup to match the default AirBEAM Staging client configuration.

The AirBEAM Smart staging utility is invoked from the Application directory (tap , **Programs, File Explorer> My Device icon > Windows**).

The AirBEAM Staging support provides several benefits:

- Many devices can be simultaneously loaded over the RF network.
- The AirBEAM staging utility provides a simple single dialog user interface that is used to quickly start the software installation process.

Rapid Deployment Client

The Rapid Deployment (RD) Client facilitates software downloads to a wearable terminal from a Mobility Services Platform (MSP) Console's FTP server. The MSP Console is a web-based interface to the wireless infrastructure monitoring and management tools provided by the MSP Lite or MSP Enterprise server.



When software packages are transferred to the FTP server, the wearable terminal on the wireless network can download them to the wearable terminal. The location of software packages are encoded in RD bar codes. When the wearable terminal scans a bar code(s), the software package(s) is downloaded from the FTP server to the wearable terminal. A single RD bar code can be scanned by multiple wearable terminals.

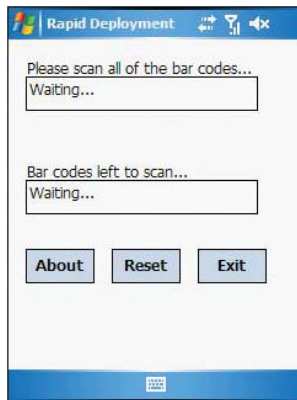
NOTE: For detailed information about the MSP Console, MSP Lite/MSP Enterprise servers and creating RD bar codes, refer to the MSP User Guide.

Rapid Deployment Window

The *Rapid Deployment* window displays bar code scan status and provides features for resetting and exiting the application.

To open Rapid Deployment window:

- Tap  **Programs**, then **RDClient** .



The Rapid Deployment window include the following parameters:

- Please scan all of the bar codes - Displays the status of a scanned bar code.
 - Waiting - indicates the wearable terminal is ready to scan a bar code.
 - OK - indicates the wearable terminal successfully scanned a bar code. (The Indicator LED bar on the wearable terminal turns green and a beep sounds).

If there are no bar codes left to scan, the Rapid Deployment Configuring window displays.

- Bar codes left to scan... - Displays a list of any remaining bar codes to scan (1-D bar codes only). When all required bar codes are scanned successfully, the Rapid Deployment Configuring window displays.
- About - Displays the Rapid Deployment Client Info window.
- Reset - Removes any previously scanned data.
- Exit - Closes the application. A confirmation window displays. Select Yes to exit or No to return to the Rapid Deployment window.

NOTE: If the application is exited prior to scanning all required bar codes, any scanned data collected up to that point is lost.

Scanning RD Bar Codes

When the wearable terminal scans and successfully decodes a single or multiple RD bar codes, the data encoded in the bar code can:

- Reset the wearable terminal's connection profile. A connection profile is a set of Wireless Application parameters that the wearable terminal uses to access the wireless network.
- Initiate downloads of one or more software packages from an FTP server to the wearable terminal.

NOTE: Currently, RD only recognizes AirBEAM software packages. See "AirBEAM Smart" on page 175 for more information.

To scan an RD bar code:

- 1 Obtain the appropriate RD bar code(s) from the MSP Administrator.
- 2 Launch the RD application on the wearable terminal. The Rapid Deployment window displays.
- 3 Scan the appropriate bar code(s) to complete the configuration and/or download.
 - (a) A PDF417 bar code (2-D bar code) can contain all download data in a single bar code. In this case, only one bar code may be required to scan.
 - (b) Multi-part linear bar codes (1-D bar codes) can require scanning several bar codes. Bar codes can be scanned in any order. The text box under **Bar codes left to scan...** shows the remaining bar codes to scan.
- 4 After all appropriate bar codes are scanned successfully, the wearable terminal connects to the server and the **Rapid Deployment Configuring** window displays while network settings are configured.

NOTE: If the wearable terminal cannot connect to the server, it continues to retry until the user cancels (exits) the application. If failure to connect to the server persists, see the MSP Administrator.

- 5 When configuration is complete:
 - (a) The **Today** screen displays.
 - (b) A new Wireless profile is created on the wearable terminal from the data encoded in the bar code(s) scanned.
 - (c) The designated package(s) are downloaded from the FTP server.

12 User Support

This chapter contains contact information for any technical assistance or update inquiry you may have in using the MC35 EDA, as well as troubleshooting instructions for simple problem conditions.

Customer support

If you encounter a problem with your MC35, do not call for technical assistance until you have reviewed the following troubleshooting section. If the problem still persists, contact your local dealer or distributor.

Troubleshooting

Troubleshooting reminders

When a troubleshooting procedure requires uninstalling the battery pack or resetting the device, note the following:

- If the procedure requires uninstalling the battery pack, first turn the device off. Once it is off, wait for five seconds to allow the device to completely enter sleep mode before removing the battery pack.


Troubleshooting procedures

The following sections describes a list of possible situations that may arise during the use of your device. Easy answers and solutions are provided for each one.

Battery problem

Memory on your MC35 EDA is shared between storage memory and program memory. Storage memory is used to store the information you create and programs you install. Program memory is used to run programs on your device. Your device automatically manages the allocation between storage and program memory.

To view memory allocation and availability:

- 1 Tap  **Settings**, then **System** tab.
- 2 Tap **Memory**.

Battery loses power

When the battery is low, you see a battery icon (refer to page 23) in the navigation bar and a pop up screen that tells you to recharge the battery as soon as possible.

Your device uses both a detachable and rechargeable main battery pack and an embedded backup battery cell. When the main battery pack is removed or is completely drained out, your device shuts down. The backup battery cell retains data for 30 minutes after which you risk losing all data on the internal memory of your device.




Tips on how to make battery charge last longer

To make your battery charge to last as long as possible, observe the guidelines listed below:

- Use external power whenever possible
- Use the AC adapter to plug your device into external power whenever possible, especially when:
 - Establishing a remote connection
 - Using the backlight
 - Watching/listening to audio or video files
 - Connecting to a computer and/or server

12 User Support

Troubleshooting

- Shorten auto suspend time
While on battery power, your device automatically suspends operation if you haven't touched the hardware buttons or used the stylus for a specified period of time. Maximize battery life by shortening this time.
 - (a) Tap , **Settings**, then **System** tab.
 - (b) Tap **Power**.
 - (c) On the **Advanced** tab, adjust the setting on the "On battery power" pick list.
If the device lapses into sleep mode, allow ample time before turning it back on to allow for a smoother power mode transition. The device wakes up from sleep mode when any of the following events occur:
 - The **Power** button  or the volume key is pressed.
 - The Send or End buttons are pressed.
 - The device is connected to the USB sync cable.
 - A storage card is inserted into the SD/MMC slot.
 - A call is received by your device.
 - A preset alarm event is activated.
- Turns off sounds you don't need.
Your device emits sounds in response to a number of events, such as warnings, reminders, and screen taps or hardware button actions. Optimize battery life, by turning off any sounds you don't need.
 - (a) Tap , **Settings**, then **Personal** tab.
 - (b) Tap **Sounds & Notifications**.
 - (c) Clear the check boxes on both Sound and Notifications tabs.
- Disable the phone function when no SIM card is installed on your device.

Password problem

Forgotten password


If you forget your password, you'll need to clear your device's memory by hard resetting it. For instructions, refer to "To perform a hard reset:" on page 6.

Memory problem



Device memory run out

If you receive a message stating that storage or program memory is unavailable, try the following solutions.


Finding space in storage memory

- Move data to an SD or MMC storage card.
 - (a) Insert an storage card to your device's SD/MMC slot.
 - (b) Tap , **Programs**, then **File Explorer**.
 - (c) Tap and hold the file you want to move, then tap **Cut** from the pop-up menu.
 - (d) Open the My Documents folder, tap **Menu**, **Edit**, then **Paste**.

NOTE: Files stored in folders other than My Documents or stored in folders within subfolders in My Documents may not show up in the list view of some programs.

- Move email attachments.
 - (a) Insert a storage card to your device's SD/MMC slot.
 - (b) In **Messaging**, tap **Menu**, then **Options**.
 - (c) On the **Storage** tab, select "Store attachments on storage card" check box.
All attachments are moved to the storage card, and new attachments are automatically stored on the storage card.
- Set programs such as Notes, Word Mobile, and Excel Mobile to automatically save new items on the storage card. In the program, tap **Menu**, then **Options**.
- If you are copying files from your computer or another device to your MC35 EDA, try adjusting the slider in the Memory setting.
 - (a) Tap , **Settings**, then **System** tab.
 - (b) Tap **Memory**.
 - (c) On the **Main** tab, check whether the slider can be adjusted manually before copying files.
- Delete unnecessary files.
 - (a) Tap , **Programs**, then **File Explorer**.
 - (b) Locate the file for deletion.
 - (c) Tap and hold the file, then tap **Delete** on the pop up menu.

To find space in program memory


- Stop programs you are not currently using.
In most cases, programs automatically stop to free needed memory. However, in some situations, such as when confirmation dialog boxes are waiting for a user response, the program may not be able to automatically stop. To check the state of your active programs:
 - (a) Tap , **Settings**, then **System** tab.
 - (b) Tap **Memory**.
 - (c) On the **Running Programs** tab, tap the program you want to view, then tap **Activate**.
 - (d) Close any open windows or messages and return the program to list view.
If this doesn't work, you can stop the program manually.
 - (a) Close all open confirmation dialog boxes and return the program to list view.
 - (b) Stop the program by tapping **Stop** or **Stop All** on the Running Programs tab.
- Clear storage memory as described in the preceding section.
This frees some storage memory so that it can be allocated to program memory.
- Soft reset your device, see "To perform a soft reset:" on page 6.

Screen problems

Screen freezes or responds slowly

Perform a soft reset on your device. For instructions, go to page 6.

Screen is blank

Press and hold the **Power** button  for a full second. If that doesn't work:

- Remove the battery pack and check if the SIM card holder is closed properly.
- If you are using the device on battery power, shift the device to AC power.
- Soft reset the device. For instructions, go to page 6.

Screen is dark

Prolonged exposure to direct sunlight may cause your device screen to temporarily darken. This is normal for LCD screens and is not permanent.

Screen is hard to read

If you're having a hard time viewing a document in:

- Notes - try changing the size of the view. To do this, tap a zoom percentage on the **Menu**.

- Word Mobile and Excel Mobile - try changing the size of the view. Tap **View**, **Zoom**, then select a zoom percentage.
- Internet Explorer - try changing the font size. Tap **View**, **Text Size**, then select a size.

Tapping and writing problems

Inaccurate response to stylus taps

Recalibrate the screen. For instructions, refer to page 4.

Slow or no response

Perform a soft reset on your device. For instructions, go to page 6.

IR connection problem

Failure to beam information

If you're having difficulty transferring information via IR, try the following:

- Transfer only one file or no more than 25 contact cards at a time.
- Align your device's IR port $_ \angle$ with that of the receiving device so that they are unobstructed and within a close range.
- Adjust the room lighting. Some types of light interfere with IR connections. Try moving to a different location or turning off some lights.

Bluetooth connection problem

Failure to beam information

If you're having difficulty transferring information via Bluetooth, try the following:

- Transfer only one file or no more than 25 contact cards at a time.
- Turn on Bluetooth for MC35 and the receiving device.
- Make sure the devices are within close range.

Phone connection problem

If you have a problem using the phone function, try the following:

- Check if your device's wireless connection to your mobile service provider is switched on and the signal unobstructed.
- Contact your mobile phone service provider for assistance.

Internet connection problem

If you're having difficulty establishing Internet connection, try the following:

- Make sure you have properly set up a connection to your device ISP (Internet Service Provider).
- Check if your device's wireless connection to your mobile service provider is switched on and the signal unobstructed.


NOTE: When your device is connected to the USB sync cable while the GPRS function is on, you will not be able to browse web pages.

- Verify your user name and password with your device ISP.
- Verify with your device's ISP that the network you are trying to connect is available, or try to connect to it using another device or from a computer.

Network connection problem


If you're having network connection problems, try the following:

- Check if your device's wireless connection to your mobile service provider is switched on and the signal unobstructed.
- Verify that you have added necessary server information.

- (a) Tap , **Settings**, then **Connections** tab.
- (b) Tap **Connections**.

Most networks use DHCP, so you need not change these settings unless your network administrator instructs you to do so.

- If the option Network Connection is not listed as a connection method in the ActiveSync dialog box when starting synchronization, wait for a few minutes and try again. Also, if synchronization does not start right away, the network is probably busy, and it may take a minute for your device to connect to the network.
- Verify your user name and password with your network administrator.
- Verify with your network administrator that the network you are trying to connect is available, or try to connect to it using another device or from a computer.
- You may need to change your device name if you are trying to connect to a network and cannot because another Pocket PC Phone with the same name is already connected. To change your device's name:

- (a) Tap , **Settings**, then **System** tab.
- (b) Tap **About**.
- (c) On the Device ID tab, enter a new name on the Device name field.
- (d) Tap **OK**.

Additional troubleshooting information is available in Connections Help of your device and on the ActiveSync Help on your computer.

Cable problem

The following solutions may help if you encounter problems when connecting to your computer.

- Make sure that your device is turned on.
- Plug the other end of the cable securely into the universal connector on the base of your device.

Additional troubleshooting information is available in Connections Help of your device and on the ActiveSync Help on your computer.

13 Safety Information

This chapter contains contact information on safety instructions as well as related safety notices.

Safety information

- Always contact an authorized service center, if repair or replacement is required.
- If the plug will not fit into the available outlet, have a proper outlet installed by a qualified electrician. Improper connection can result in the risk of electric shock.
- Never allow the AC adapter to come into contact with water or any other liquid. Water or any other liquid in contact with the AC adapter can create a risk of fire or electric shock.
- Always use an authorized AC adapter to avoid any risk of fire or damage to your device or battery.
- Bodily injury or property damage may occur as a result of the use of an unauthorized and incompatible AC adapter.
- Never use an AC adapter if it has a damaged or worn power cord or plug. The use of damaged or worn power cords or plugs could result in electric shock, burns or fire. Contact an authorized service center immediately to obtain a suitable replacement.
- Never attempt to connect or disconnect the power plug with damp or wet hands. Connecting or disconnecting the power plug with damp or wet hands could result in an electric shock.
- Always unplug the AC adapter from the power source before attempting any cleaning in order to avoid the risk of electric shock. Always use a soft dry cloth to clean the equipment, after it has been unplugged.
- Never attempt to use an unauthorized AC adapter with your device in order to avoid any risk of bodily injury or property damage. Since unauthorized accessories have different specifications, they may be incompatible with your device.
- Always locate the power supply cable in an area where it will not be stepped on, tripped over, or otherwise subjected to damage or stress.
- Never place heavy objects on the power supply cable, as this could result in damage to the cable.
- Never bend or twist a power supply cable, and never pull it in an attempt to remove the AC adapter or accessory plug from a socket. Always grasp the AC adapter or the accessory plug directly when unplugging the power supply cable in order to avoid damaging the cable.
- Always ensure the power plug pins are clean and free of dust or other foreign material by wiping the pins with a clean dry cloth. Dust or other foreign material accumulation on the power plug pins could cause fire.
- Be certain to insert the power plug deeply into a socket. Failure to do so could cause a fire and an electric shock.
- Always disconnect the AC adapter from the power source when it is not in use.
- Never place an AC adapter on a wooden surface (or any other surface that could be marred by exposure to heat) while it is in use. Since the surface temperature of the AC adapter increases during normal use, always rest it on a suitable heat-insulating material.
- Never cover the AC adapter with any object while it is in use, and never place it adjacent to a heat source. An excessive temperature increase could detrimentally affect its performance.
- Never place the power supply cable near a heat source, as damage to the cord or to its insulation could result.
- Always use a surge protector when utilizing the AC adapter during an electrical storm. Otherwise, a power surge could result in the loss of stored data.
- Always use a surge protector when utilizing the AC adapter near an electrical noise source such as high voltage line or power source. Otherwise, a power surge could result in loss of stored data.

13 Safety Information

Safety information

- In order to avoid any possibility of a fire, always insert the power plug into household electric outlet supplying 120V AC.
- When traveling abroad, never plug the AC adapter into a power source that does not correspond to both the voltage and the frequency specified on the rating plate of the AC adapter, as equipment damage and fire will result. When you connect to a power supply of more than 125V AC, change the power supply cable with one that corresponds to the power supply specification. Failure to do so could cause a fire.
- Never drop the AC adapter or subject it to severe shock. This may cause ignition or electric shock, as well as damage to the adapter.

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FCC IMPOTANT SAR INFORMATION

Your wireless phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radiofrequency (RF) energy set by the FCC of USA. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on standards that were developed by independent scientific organizations through periodic and thorough evaluation of scientific studies. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg. *

Tests for SAR are conducted with the phone 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 phone while operating can be well below the maximum value. This is because the phone 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.

Before a phone model is available for sale to the public, it must be tested and certified to the FCC that it does not exceed the limit established by the government adopted requirement for safe exposure. The tests are performed in positions and locations (e.g., at the ear and worn on the body) as required by the FCC for each model. The highest SAR value for this model phone when tested for use at the ear is 0.527 W/Kg and when worn on the body, as described in this user guide, is 0.810 W/Kg. (Body-worn measurements differ among phone models, depending upon available accessories and FCC requirements). While there may be differences between the SAR levels of various phones and at various positions, they all meet the government requirement for safe exposure.

* In the United States and Canada, the SAR limit for mobile phones used by the public is 1.6 watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in measurements.

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.

This transmitter can only be co-located or operating in conjunction with Symbol approved devices.

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.

Warning:

This device has been tested and found to comply with the limits for a Class B digital device pursuant to Part 15 of the Federal Communications Commissions Rules and Regulations. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, 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 and correct the interference by one or more of the following measures:

- . Relocate this device
- . Increase the separation between the device and the receiver
- . Connect the device into an outlet on a circuit different from that of other electronics. Consult the dealer or an experienced radio technician for help.

FCC Radiation Exposure Statement

Important Note: To comply with FCC RF exposure compliance requirement, the antenna used for this transmitter can only be co-located with Symbol approved devices.

Caution:

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

IC SAR INFORMATION

Your wireless phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radiofrequency (RF) energy set by the RSS 102 of the Industry Canada. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on standards that were developed by independent scientific organizations through periodic and thorough evaluation of scientific studies. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health. The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the RSS 102 is 1.6 W/kg. * Tests for SAR are conducted with the phone 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 phone while operating can be well below the maximum value. This is because the phone 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.

Before a phone model is available for sale to the public, it must be tested and certified to the RSS 102 of Industry Canada that it does not exceed the limit established by the government adopted requirement for safe exposure. The tests are performed in positions and locations (e.g., at the ear and worn on the body) as required by the Industry Canada for each model. The highest SAR value for this model phone when tested for use at the ear is 0.527 W/Kg and when worn on the body, as described in this user guide, is 0.810 W/Kg. (Body-worn measurements differ among phone models, depending upon available accessories). While there may be differences between the SAR levels of various phones and at various positions, they all meet the government requirement for safe exposure.

* In the United States and Canada, the SAR limit for mobile phones used by the public is 1.6 watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in measurements.

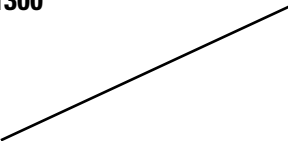
Use only the supplied or an approved antenna. Unauthorized antennas, modifications, or attachments could impair call quality, damage the phone, or result in violation of regulations. Do not use the phone with a damaged antenna. If a damaged antenna comes into contact with the skin, a minor burn may result. Please contact your local dealer for replacement antenna.

IC Statement

"Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device."

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