



USER GUIDE

Juno™ series

Juno SB handheld
Juno SC handheld

DRAFT



NORTH & SOUTH AMERICA

Trimble Navigation Limited
10355 Westmoor Drive
Suite #100
Westminster, CO 80021
USA

EUROPE & AFRICA

Trimble GmbH
Am Prime Parc 11
65479 Raunheim
GERMANY

ASIA-PACIFIC & MIDDLE EAST

Trimble Navigation
Singapore PTE Limited
80 Marine Parade Road
#22-06 Parkway Parade
Singapore, 449269
SINGAPORE



www.trimble.com

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Juno SC handheld**

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Revision A
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Trimble Navigation Limited
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USA
www.trimble.com

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This is the August 2008 release (Revision A) of the *Juno Series User Guide*. The Juno series handheld's operating system is based on the Microsoft Windows Mobile version 6.1 Classic operating system (5.2.1433).

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Class B statement- Notice to users This equipment has been tested and found to comply with the limits for a Class B digital device pursuant to Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions may cause harmful interference to radio communication.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

Changes and modifications not expressly approved by the manufacturer or registrant of this equipment can void your authority to operate this equipment under Federal Communications Commission rules.

The radio devices used by this equipment are classified under 47 CFR §15.247 as spread spectrum transmitter equipment. In accordance with OET Bulletin 65 supplement C Edition 1-01, the device operates at low power levels where there is a high likelihood of compliance with the RF exposure standards, is categorically excluded from routine environmental evaluation as set forth in CFR 47 section 2.1093. The radiated output power of this equipment produces a calculated SAR that is significantly below the FCC radio frequency exposure limits.

The external antenna connector provided in this device is for GPS antennas only.

Canada

This Class B digital apparatus complies with Canadian ICES-003.

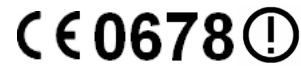
This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the radio interference regulations of the Canadian Department of Communications.

Cet appareil numérique de la classe B est conforme à la norme NNB-003 du Canada.

Le présent appareil numérique n'émet pas de bruits radioélectriques dépassant les limites applicables aux appareils numériques de Classe B prescrites dans le règlement sur le brouillage radioélectrique édicté par le Ministère des Communications du Canada.

Europe

This product has been tested and found to comply with all requirements for CE Marking and sale within the European Economic Area (EEA). It is classified and marked as being Class 2 Radio Equipment under 2000/299/EC, as Bluetooth and wireless LAN approvals are country specific. Please consult your local distributor for more information.



The Trimble Juno series has Bluetooth and wireless LAN approval in most EU countries and satisfies the requirements for Radio and Telecommunication Terminal Equipment specified by European Council Directive 1999/5/EC. These requirements provide reasonable protection against harmful interference when the equipment is operated appropriately in a residential or commercial environment.

Australia and New Zealand

This product conforms with the regulatory requirements of the Australian Communications Authority (ACA) EMC and Radiocommunications framework, thus satisfying the requirements for C-Tick Marking and sale within Australia and New Zealand.



Taiwan – Battery Recycling Requirements

The product contains an internal Lithium-ion battery.
Taiwanese regulations require that waste batteries are recycled.



廢電池請回收

Notice to Our European Union Customers

For product recycling instructions and more information, please go to www.trimble.com/ev.shtml.

Recycling in Europe: To recycle Trimble WEEE (Waste Electrical and Electronic Equipment, products that run on electrical power), Call +31 497 53 24 30, and ask for the "WEEE Associate". Or, mail a request for recycling instructions to:





Trimble Europe BV
c/o Menlo Worldwide Logistics
Meerheide 45
5521 DZ Eersel, NL

Safety Information

Radio use

The Trimble® Juno® series handhelds contain a Bluetooth® radio and a wireless LAN radio. Depending on your version of Juno handheld, it may also contain a cellular modem. In some situations, you may be required to turn off the radios. For example, aviation authority regulations restrict the use of radios on board aircraft.

To prevent the handheld from emitting radio signals, do one of the following:

- To turn off the handheld, press the **Power** button.
- To turn off the Bluetooth and wireless LAN radios only:
 - a. Tap the Wireless Connectivity icon ( or ) in the title bar of the *Today* screen and then tap *Wireless Manager*.
 - b. Tap **All** to turn off both radios. The status fields below the Wi-Fi and Bluetooth buttons change to *Off*.
- To turn off the cellular modem, tap the *Modem Status* indicator on the *Today* screen and then tap *Modem Power On*. The status will change to *Modem Power Off*.

Exposure to radio frequency radiation (Bluetooth and WLAN transmitters)

This device is approved as a portable device with respect to Radio Frequency (RF) exposure compliance. The radiated output power of the internal wireless radio transmitters is less than 10 milliWatt, which results in exposure levels far below the FCC radio frequency exposure limits, even when operated in close proximity to the body. The internal wireless radios operate within guidelines found in international radio frequency safety standards and recommendations, which reflect the consensus of the international scientific community. Trimble therefore believes the internal wireless radios are safe for use by users. The level of electromagnetic energy emitted is hundreds of times lower than the electromagnetic energy emitted by wireless devices such as mobile phones. However, the use of wireless radios may be restricted in some situations or environments, such as on aircraft. If you are unsure of restrictions, you are encouraged to ask for authorization before turning on the wireless radios.

RF Exposure Information (SAR)

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

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

The highest SAR value for the device as reported to the FCC when tested for use at the ear is 0.XXX W/kg for PCS Head SAR and when worn on the body, as described in this user guide, is 0.XXX W/kg for PCS Body SAR and 0.XXX W/kg for WLAN Body SAR. (Body-worn measurements differ among device models, depending upon available enhancements and FCC requirements.)

While there may be differences between the SAR levels of various devices and at various positions, they all meet the government requirement.

The FCC has granted an Equipment Authorization for this device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this device is on file with the FCC and can be found under the Display Grant section of <http://www.fcc.gov/oet/fccid> after searching on FCC ID: JUP66400.

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

AC adaptor safety

To charge the handheld's battery, use the international adaptor kit provided with the Juno series handheld (see [Powering the handheld, page 25](#)).



WARNING – To use AC adaptors safely:

- Use only the AC adaptor intended for the Juno series handheld. Using any other AC adaptor can damage the handheld and may void your warranty. Do not use the AC adaptor with any other product.
 - Make certain that the input voltage on the adaptor matches the voltage and frequency in your location.
 - Make certain that the adaptor has prongs compatible with your outlets.
 - Do not use the AC adaptor in wet outdoor areas; it is designed for indoor use only.
 - Unplug the AC adaptor from power when not in use.
 - Do not short the output connector.
 - Be aware that there are no user-serviceable parts in this product.
 - If the AC adaptor becomes damaged, replace it with a new Trimble AC adaptor.
-

Battery safety

The rechargeable Lithium-ion battery is supplied partially charged. Charge the battery completely before using it for the first time (see [Powering the handheld, page 25](#)). If the battery has been stored for longer than six months, charge it before use



WARNING – Do not damage the rechargeable Lithium-ion battery. A damaged battery can cause an explosion or fire, and can result in personal injury and/or property damage. To prevent injury or damage:

- Do not use or charge the battery if it appears to be damaged. Signs of damage include, but are not limited to, discoloration, warping, and leaking battery fluid.
- Do not store or leave your device near a heat source such as near a fireplace or other heat-generating appliance, or otherwise expose it to temperatures in excess of 70°C (158°F) such as on a vehicle dashboard. When heated to excessive temperatures, battery cells could explode or vent, posing a risk of fire.
- Do not immerse the battery in water.
- Do not use or store the battery inside a vehicle during hot weather.
- Do not drop or puncture the battery.
- Do not open the battery or short-circuit its contacts.



WARNING – Avoid contact with the rechargeable Lithium-ion battery if it appears to be leaking. Battery fluid is corrosive, and contact with it can result in personal injury and/or property damage.

To prevent injury or damage:

- If the battery leaks, avoid contact with the battery fluid.
- If battery fluid gets into your eyes, immediately rinse your eyes with clean water and seek medical attention. Do not rub your eyes!
- If battery fluid gets onto your skin or clothing, immediately use clean water to wash off the battery fluid.



WARNING – Charge and use the rechargeable Lithium-ion battery only in strict accordance with the instructions. Charging or using the battery in unauthorized equipment can cause an explosion or fire, and can result in personal injury and/or equipment damage.

To prevent injury or damage:

- Do not charge or use the battery if it appears to be damaged or leaking.
 - Charge the Lithium-ion battery only in a Trimble product that is specified to charge it. Be sure to follow all instructions that are provided with the battery charger.
 - Discontinue charging a battery that gives off extreme heat or a burning odor.
 - Use the battery only in Trimble equipment that is specified to use it.
 - Use the battery only for its intended use and according to the instructions in the product documentation.
-

Memory card use

The Juno series handheld provides a memory card slot, providing an alternative storage location to the storage memory in the handheld.



WARNING – Static electricity can harm electronic components inside your handheld. To prevent static damage:

- Discharge static electricity from your body before you touch any of the electronic components inside your device, such as a memory module. You can do so by touching an unpainted metal surface.



WARNING – The presence of any dust or moisture in the memory card slot may adversely affect the device and void your Trimble warranty. To prevent dust or moisture entering the memory card slot:

- Make certain that the memory card slot door is attached correctly when you are using the handheld outdoors.
- When inserting or removing a memory card, place the handheld on a dust-free indoor surface.

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Introduction

In this chapter:

- [About the Juno series handheld](#)
- [What's in the box?](#)
- [Accessories](#)
- [Use and care of the handheld](#)
- [Technical assistance](#)
- [Your comments](#)

The *Juno Series User Guide* describes how to set up and use the Trimble® Juno® series handheld. The information in this guide supplements the information in the *Juno Series Quick Start Guide*, which you received with the handheld.

This guide describes how to:

- use the Microsoft® Windows Mobile® version 6 operating system.
- use the handheld's integrated GPS receiver.
- synchronize information between a computer and the handheld.
- exchange information between the handheld and other devices.
- connect to the Internet or to a computer network.

Even if you have used other Global Positioning System (GPS) products before, Trimble recommends that you spend some time reading this guide to learn about the special features of the product. If you are not familiar with GPS, go to the Trimble website (www.trimble.com) for an interactive look at Trimble and GPS.

About the Juno series handheld

The Juno series includes the Juno SC and Juno SB handhelds. These handhelds combine a high sensitivity GPS receiver with a field computer powered by Microsoft Windows Mobile version 6 operating system.

The Juno series handheld has built-in Bluetooth® wireless technology for cable-free connection to other devices, and wireless LAN (Local Area Network) connectivity for connections to networks. In addition, the Juno SC handheld contains a cellular modem for downloading and transmitting data.

The integrated GPS receiver provides accurate positioning information within 5 meters when using real-time or postprocessed differential correction. For more information, see [Chapter 5, Using the GPS receiver](#).



Supported GPS field software

To collect GPS data with the Juno series handheld, you must install GPS field software onto the handheld. You can use the Juno series handheld with the following GPS field software:

- Trimble TerraSync™ software, for configuring real-time differential correction options and for productive GIS data collection and maintenance.
- The Trimble GPSCorrect™ extension for ESRI ArcPad software, for configuring real-time differential correction options and for productive GIS data collection and maintenance.
- The Trimble GPS Pathfinder® Tools Software Development Kit (SDK), for integrating GPS data and adding value to an existing mapping and GIS field software application.
- Trimble GPS Controller software, for configuring real-time differential correction options and NMEA output settings.
- Other GPS field software that accepts NMEA messages.

For more information, see [Chapter 5, Using the GPS receiver](#).

What's in the box?

When you unpack the Juno series handheld, check that you have received all the components, as shown below.

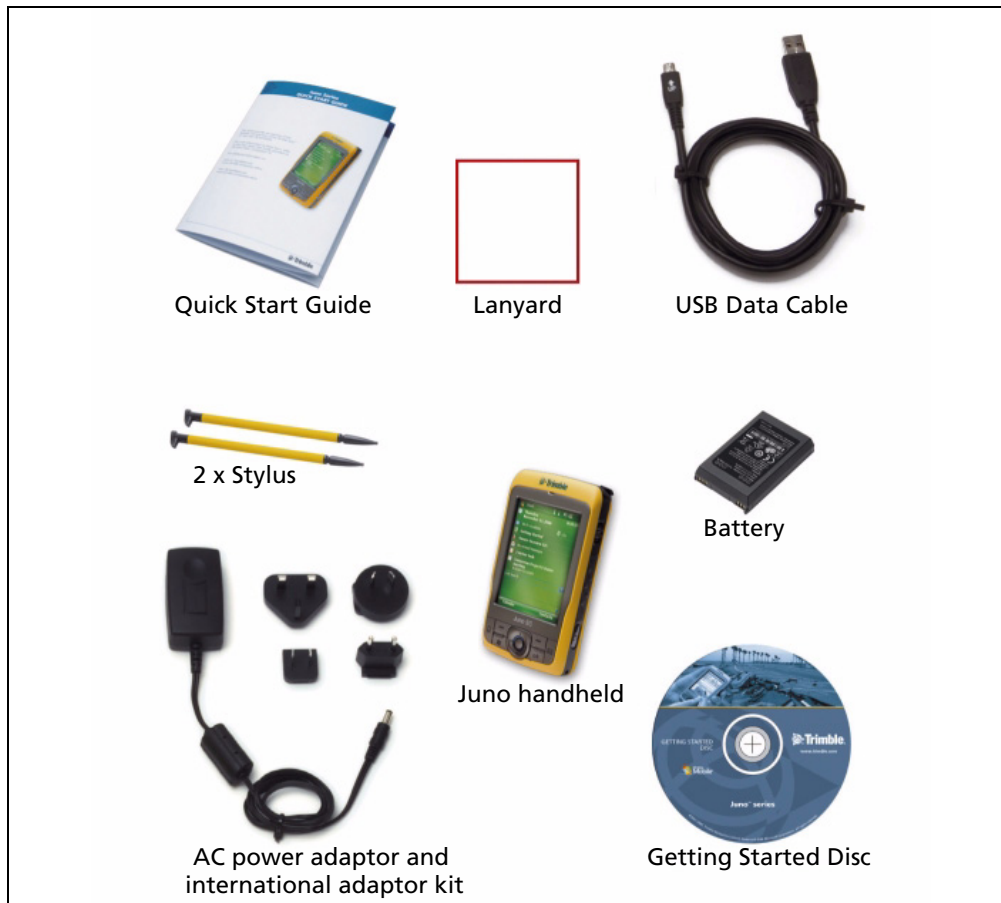


Figure 1 Items included with the Juno series handheld

Inspect all contents for visible damage (scratches, dents) and if any components appear damaged, notify the shipping carrier. Keep the shipping and packaging material for the carrier's inspection.

Accessories

The following optional accessories are available:

- Vehicle power adaptor
- Carry case
- External patch antennas
- Screen protectors (2 pack)
- Vehicle mount
- Replacement stylus (2 pack)
- Replacement International AC adaptor
- Replacement battery

For more information, go to www.trimble.com/junosb.shtml or www.trimble.com/junosc.shtml.

Use and care of the handheld

When using the handheld:

- Protect the touch screen by using the stylus provided, and avoid using excessive pressure and sharp or abrasive objects. To protect the touch screen from pressure and abrasive objects, Trimble recommends that you apply a screen protector.
- Keep the outer surface free of dirt and dust.
- Ensure that protective covers and doors are appropriately fitted to the external antenna port, headset jack, USB and power connectors, SIM and memory card areas, so that they are kept free from dirt, dust, fluid ingress & electrostatic discharge (see [Memory cards, page 32](#)).
- Protect the handheld from extreme temperatures. For example, do not leave the handheld on the dashboard of a vehicle.
- The handheld is not waterproof. Do not expose the handheld to rain or moisture.
- Be careful not to drop the handheld or subject it to any strong impact.

To clean the handheld, wipe it with a clean dry cloth. Do **not** immerse the handheld in water.

Storage

If you are not going to use the handheld for three months or more, Trimble recommends that you do not leave the handheld in Suspend mode (see [page 29](#)). Instead, partially charge the battery and then turn off the handheld.

To prepare the Juno series handheld for storage:

1. Transfer any data that you need to an office computer.
2. Charge the battery to approximately 30%.
3. Press and hold the **Power** key for five seconds.
4. Store the handheld at room temperature.

To use the Juno series handheld after storage:

1. Press the **Power** key to turn on the handheld.
2. Recharge the battery (see [Charging the battery, page 27](#)).

Technical assistance

Technical support

Go to the Juno series handheld technical support page (www.trimble.com/junosc_ts.asp or www.trimble.com/junosb_ts.asp) on the Trimble website for the latest support information about the software, including:

- FAQs
- support notes detailing support issues
- documentation
- the latest files available for download

Additional help

If you still cannot find the information that you need, *contact your Trimble reseller*.

Windows error reporting

If for any reason a Microsoft Windows Error Reporting dialog appears, indicating that the handheld or Trimble GPS field software has encountered a problem and needs to close, you are prompted to send an error report to Microsoft.

Trimble recommends that you click **Send** and then click any subsequent links that are used to obtain additional information.

Trimble can access the report that is sent to Microsoft and use it to improve the Juno series handheld.

Your comments

Your feedback about the supporting documentation helps us to improve it with each revision. E-mail your comments to ReaderFeedback@trimble.com.

Getting Started

In this chapter:

- Parts of the Juno series handheld
- Keypad buttons
- Powering the handheld
- Turning on and turning off the handheld
- Resetting the handheld
- Storing data
- Installing and removing the SIM card

This chapter describes the main features of the Juno series handheld, and provides the information you need to get up and running with the handheld.

Parts of the Juno series handheld

The following pages show the main parts of the handheld.



Figure 2.1 Juno SC handheld – front view

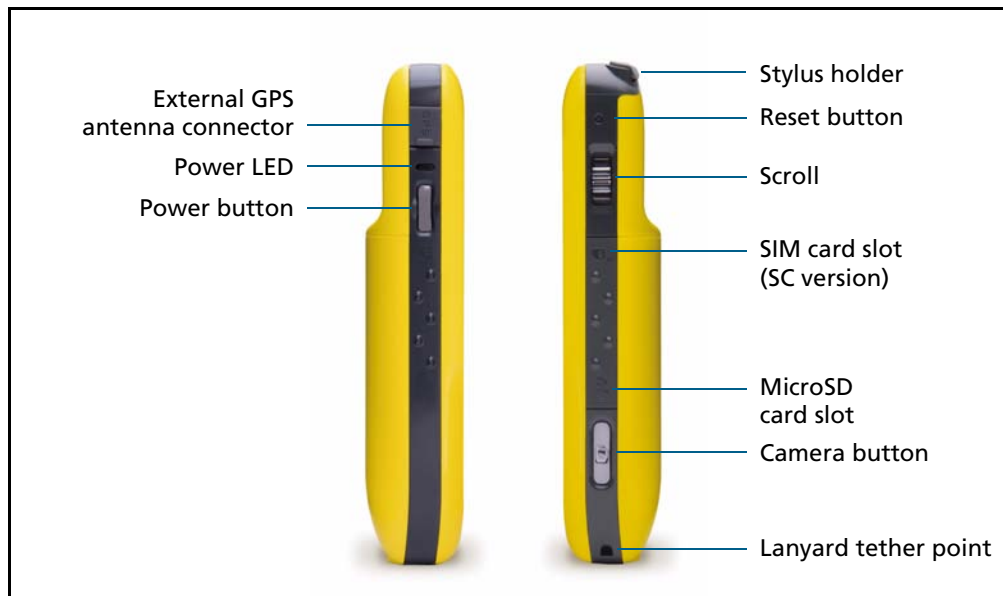


Figure 2.2 Juno SC handheld – left and right views



Figure 2.3 Juno SC handheld – Camera back and side view



Figure 2.4 Juno SC handheld – bottom view

Keypad buttons

The Juno series handheld keypad provides fast, easy access to common actions.

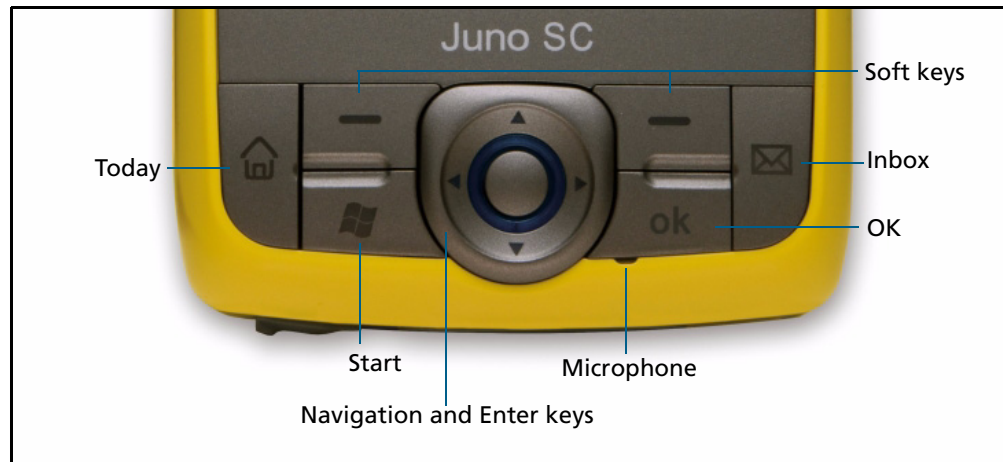


Figure 2.5 Juno series handheld keypad buttons

The function of each key is described below:

Key	Description
Start	Press to display the Windows Mobile <i>Start</i> menu.
OK	Press to select OK or to close an application.
Today	Press to display the Today screen.
Inbox	Press to access the e-mail Inbox.
Navigation keys	Use these keys to navigate around the screen, scroll through menus, or to tab through options on windows and forms. Use the: <ul style="list-style-type: none"> • arrow keys to move up, down, left, and right. • action key (the center key) to perform an application-specific action, which is usually Enter.
Application keys	By default these keys perform the same action as the left and right softkeys in the menu bar. Alternatively, program these keys to perform a selected action. To program the keys, use the <i>Buttons</i> control (see Buttons , page 42).



Tip – To lock the screen and handheld keys without turning off the handheld, use the device lock option (see [Device lock](#), page 44).

Powering the handheld

The Juno series handheld contains a rechargeable Lithium-ion battery.

Note – Charge the battery completely before using the handheld for the first time. If the battery has been stored for longer than six months, charge it before use. Trimble recommends charging the battery for four hours to recharge it fully.

When fully charged, the handheld battery provides enough power for a full working day (nine hours) using the internal GPS antenna and with the backlight on at the default settings.

Note – Cold temperatures, or using Bluetooth wireless technology or wireless LAN connectivity, or using the cellular modem consumes additional battery power and so shortens battery life between charges.

AC adaptor safety



WARNING – To use AC adaptors safely:

- Use only the AC adaptor intended for the Juno series handheld. Using any other AC adaptor can damage the handheld and may void your warranty. Do not use the AC adaptor with any other product.
- Make certain that the input voltage on the adaptor matches the voltage and frequency in your location.
- Make certain that the adaptor has prongs compatible with your outlets.
- Do not use the AC adaptor in wet outdoor areas; it is designed for indoor use only.
- Unplug the AC adaptor from power when not in use.
- Do not short the output connector.
- Be aware that there are no user-serviceable parts in this product.
- If the AC adaptor becomes damaged, replace it with a new Trimble AC adaptor.

Battery safety



WARNING – Do not damage the rechargeable Lithium-ion battery. A damaged battery can cause an explosion or fire, and can result in personal injury and/or property damage. To prevent injury or damage:

- Do not use or charge the battery if it appears to be damaged. Signs of damage include, but are not limited to, discoloration, warping, and leaking battery fluid.
- Do not store or leave your device near a heat source such as near a fireplace or other heat-generating appliance, or otherwise expose it to temperatures in excess of 70°C (158°F) such as on a vehicle dashboard. When heated to excessive temperatures, battery cells could explode or vent, posing a risk of fire.
- Do not immerse the battery in water.
- Do not use or store the battery inside a vehicle during hot weather.
- Do not drop or puncture the battery.
- Do not open the battery or short-circuit its contacts.



WARNING – Avoid contact with the rechargeable Lithium-ion battery if it appears to be leaking. Battery fluid is corrosive, and contact with it can result in personal injury and/or property damage.

To prevent injury or damage:

- If the battery leaks, avoid contact with the battery fluid.

- If battery fluid gets into your eyes, immediately rinse your eyes with clean water and seek medical attention. Do not rub your eyes!
- If battery fluid gets onto your skin or clothing, immediately use clean water to wash off the battery fluid.



WARNING – Charge and use the rechargeable Lithium-ion battery only in strict accordance with the instructions. Charging or using the battery in unauthorized equipment can cause an explosion or fire, and can result in personal injury and/or equipment damage.

To prevent injury or damage:

- Do not charge or use the battery if it appears to be damaged or leaking.
- Charge the Lithium-ion battery only in a Trimble product that is specified to charge it. Be sure to follow all instructions that are provided with the battery charger.
- Discontinue charging a battery that gives off extreme heat or a burning odor.
- Use the battery only in Trimble equipment that is specified to use it.
- Use the battery only for its intended use and according to the instructions in the product documentation.

Inserting the battery

To insert the battery into the handheld:

1. On the back of the handheld, use your thumb to press the gray button below the Microsoft Windows logo and then slide the back cover down to remove it.
2. To insert the battery, angle the top of the battery into the handheld, with the label facing upwards (as shown in [Figure 2.6](#)). Press the battery flat until it clicks into place.



Figure 2.6 Inserting the battery

3. To replace the back cover, slide it upwards until it snaps closed.




Tip – To remove the battery, remove the back cover of the handheld and then insert your finger or the stylus in the notch below the bottom left of the battery. Then pull the bottom of the battery towards you.

Charging the battery

When fully charged, the handheld battery provides enough power for 9 hours using GPS and with the backlight on at the default settings. When not using GPS, but with the backlight on at the default settings, the battery provides enough power for up to 15 hours.

Charge the battery in the handheld (see [page 26](#)). To charge the battery, do one of the following:

- Connect the AC power adaptor to the Power on the handheld and then connect the adaptor to mains power. An international adaptor kit is provided with the handheld.
- Connect the optional vehicle power adaptor to the Power socket on the handheld and then connect the adaptor to the vehicle power source.

When the handheld is connected to a power source, the battery icon in the *Today* screen changes to . Fully charging the battery from empty takes approximately four hours. You can use the handheld while it is charging.

Note – You can only use the USB cable (connected to a computer) to provide a minimal charge to the battery; the battery must have enough power to turn on the Juno series handheld and form an active connection to the computer. To fully charge the battery, the AC or vehicle power adaptor must be used.


The Power LED beside the Power key on the handheld indicates the battery power or charging status, as shown below:


Power source	LED state	Handheld/battery state
Battery power	Off	Off (in Suspend mode or turned off).
	Off	On and battery level is good.
	Flashing red	On and battery is low (less than 5%).
External power	Flashing green	Charging.
	Solid green	Charging is complete.

Avoid keeping the battery at full charge at high temperatures. For more information, see [Storage, page 18](#).


Note – The life of the battery can be significantly shortened if power is constantly supplied to the handheld. To avoid this issue, connect the handheld to an external power source only when the battery requires charging. Once fully charged, disconnect the external power source and allow the battery to discharge through normal use.

Checking the level of battery power

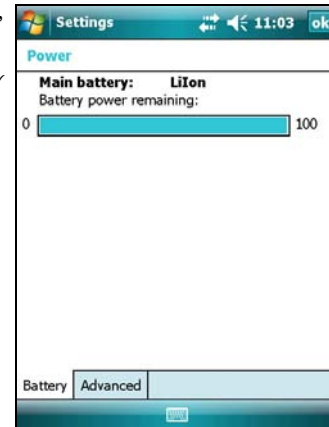
To check the level of battery power remaining at any time, tap the battery icon  in the title bar of the *Today* screen. The Power control appears, displaying the *Battery* tab.

When the handheld battery is recharging from an external power source, the battery icon in the *Today* screen changes to . You can still tap the icon to view the level of battery power.

Low battery indicators

If the battery level becomes low during normal use of the handheld, the LED indicator flashes red and the battery icon in the title bar of the *Today* screen changes to .

Back up your data and then recharge the battery.



Conserving power

Although the handheld battery can operate for a full day without recharging, Trimble recommends that you do the following to reduce power consumption:

- Set the handheld to automatically turn off when idle. For more information, see [Suspend mode, page 29](#).
- Set the backlight to automatically turn off when the handheld is idle for a specified time. For more information, see [Backlight, page 47](#).
- Reduce the brightness setting for the backlight. For more information, see [Backlight, page 47](#).
- Turn off the integrated Bluetooth or wireless LAN radios or cellular modem whenever you are not using them. For more information, see [Turning on and turning off the integrated radios, page 70](#). Disconnect from the integrated GPS receiver when GPS data is not required, using the application's Disconnect or Deactivate GPS command. When you disconnect from GPS, the integrated GPS receiver switches off and stops drawing power.

Note – Do not disconnect from GPS if you will be reconnecting within about five minutes. A GPS application can take up to 30 seconds to reactivate the integrated GPS receiver, so disconnecting to save power can cost time.

Turning on and turning off the handheld

If the screen on the handheld is blank, the handheld is in Suspend mode (see [page 29](#)) or has been shut down. To turn on the handheld, press the **Power** key briefly (less than two seconds).

To turn off the handheld and put the handheld into Suspend mode, press the **Power** key briefly (less than one second).

To completely shut down the handheld, press and hold the **Power** key for five seconds. All running applications are shut down, and the handheld is completely turned off.


Suspend mode

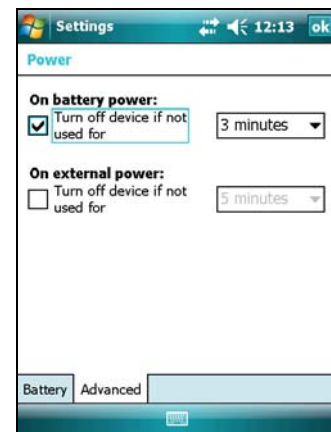
When you press the **Power** key to turn off the handheld, the handheld goes into Suspend mode. This is a low-power mode that maintains the main memory contents and keeps applications running but does not allow you to operate any of the handheld's functions. The handheld appears to be turned off. The integrated GPS receiver is turned off and any application using GPS is disconnected.

To turn on the handheld when it is in Suspend mode, press the **Power** key. The handheld is immediately ready for operation. There may be a delay of up to 30 seconds while the integrated GPS receiver automatically reactivates.

You can configure the handheld to automatically enter Suspend mode when it has been idle for a specified time. By default, the handheld is set to enter Suspend mode if it is not used for three minutes.

To change the time before the handheld enters Suspend mode:

1. Tap the battery icon  in the title bar of the *Today* screen. The Power control appears.
2. Tap the *Advanced* tab.
3. From the *On battery power* option, select the *Turn off device if not used for* check box and then select the idle time from the drop-down list.
4. Tap **OK**.



Resetting the handheld

If the screen on the handheld is blank, the handheld has turned off. Press the **Power** button to turn on the handheld.

If the handheld stops responding to the stylus, or if it does not respond when you press any of the keypad buttons, you may need to reset it. First, try a soft reset. If the handheld does not respond, perform a hard reset.

You can also reset the handheld to its factory default settings.

Performing a soft reset

A soft reset is similar to restarting a computer. A soft reset saves data and closes all open applications and then restarts the handheld. All data and settings are retained after a soft reset.

To perform a soft reset, use the tip of the stylus to lightly press the **Reset** button.



Performing a hard reset

A hard reset retains settings and data that you have previously saved on the handheld. However, any unsaved data may be lost.

Note – Perform a hard reset only if a soft reset does not resolve the problem.

To perform a hard reset, press and hold the **Power** button as you use the tip of the stylus to lightly press the **Reset** button.



Resetting to factory default settings

Reset the handheld to factory default settings to restore the handheld to its original state, or only if a soft reset and then a hard reset does not resolve the problem.



CAUTION – Resetting the handheld to factory default settings erases **all** data, installed applications, and settings stored in the handheld, except for any data or applications that were pre-installed on the handheld or are stored on a memory card. It does not change the language of the operating system used on the handheld.



CAUTION – If you have encrypted files on a memory card and you reset the handheld to factory default settings, the encryption key on the handheld is deleted. This means that any files you have encrypted on a memory card are permanently locked and unreadable by any device. For more information, see [Encrypting files on memory cards, page 33](#).



Tip – To quickly and easily restore data deleted by performing a factory reset, synchronize the handheld with a computer **before** you reset the handheld to the factory default settings. Once the handheld is reset then resynchronize the handheld with the computer.

To reset the handheld to the factory default settings:


1. Power off the device completely by pressing and holding the Power button for 5 seconds.
2. Press and hold the two soft key buttons on the handheld.
3. While holding the buttons, use the tip of the stylus to lightly press the **Reset** button.



Storing data

The handheld has two types of memory:

- Storage memory is similar to the hard disk in a computer, and is used for storing programs and data.
- Program memory is similar to the RAM in a computer, and is used for running programs. You cannot use it to save data.

To check the memory capacity on the handheld, tap  / *Settings* / *System* / *Memory*. The Storage and Program columns show the current memory available, and the memory that is already in use.

Pre-installed documents and program files are not affected by power loss or resetting. However, you can still lose data if you accidentally delete or overwrite it.

Settings		Memory	
Storage		Program	
Total: 118.34 MB		Total: 113.24 MB	
In use: 3.46 MB		In use: 23.32 MB	
Free: 114.88 MB		Free: 89.92 MB	
Main		Storage Card	
Find large files using storage memory.			



CAUTION – The Windows Mobile 6 operating system does not include a Recycle Bin. When you delete files from the handheld, they are deleted permanently.

Trimble recommends that you regularly copy important data to an office computer. For more information, see [Connecting to an Office Computer, page 51](#).

Memory cards

As an alternative to storage memory, you can save data to a memory card. Use either a microSD or microSDHC (high capacity) memory card to securely transfer data to and from another device that supports microSD or microSDHC memory cards.

Note – The Juno series handheld does not support SDIO (SD input/output) cards.



WARNING – The presence of any dust or moisture in the memory card slot may adversely affect the device and void your Trimble warranty. To prevent dust or moisture entering the memory card slot:

- Make certain that the memory card slot door is attached correctly when you are using the handheld outdoors.
 - When inserting or removing a memory card, place the handheld on a dust-free indoor surface.
-



WARNING – Static electricity can harm electronic components inside the handheld. To prevent static damage:

- Discharge static electricity from your body before you touch any of the electronic components inside your device, such as a memory module. You can do so by touching an unpainted metal surface.
-

To insert a microSD or microSDHC memory card:

1. Remove the battery cover door
2. Place the handheld on a dust-free indoor surface.
3. Remove the memory card slot door.
4. Insert the memory card into the memory card slot with the swipes facing down. Gently press the card until you hear a click, and the card is locked into place.
5. Reattach the memory card slot door to the handheld.
6. Replace the battery cover door.

When you select the *Save As* option in an application, the memory card appears in the list of available storage locations.

Note – Do not store required data or applications to a memory card if the card will be removed. Data saved to a memory card is available only when the card is inserted in the handheld.

To remove the memory card from the memory card slot, gently press the card in and then let go. The card pops out.

Encrypting files on memory cards

To prevent sensitive data on a memory card from being used if the card is lost or stolen, files can be encrypted as they are placed on the card.


When encryption is enabled, an encryption key is stored on the handheld. Files are encrypted as they are copied or written to the memory card. Files already saved on memory cards before enabling encryption are not automatically encrypted.

Note – *Because the encryption key is stored on the handheld, encrypted files are only readable on the handheld on which they are initially encrypted. It is not possible to read encrypted files on the storage card with any other device, including another Juno series handheld or an office computer.*



CAUTION – If you reset the handheld to the factory default settings, the encryption key is deleted and the handheld is no longer able to read any encrypted files on a memory card. This means that any files you have encrypted are permanently locked and unreadable by any device. To avoid being unable to read previously encrypted files, Trimble recommends that you use another device, such as an office computer, as the primary location for storing important data and to control the encryption of important files.

To enable encryption of files as they are written to a memory card:

1. Tap  / *Settings* / *System* / *Encryption*.
2. Select the *Encrypt files placed on storage cards* check-box.

Note – *Encrypted files appear as ordinary files on the handheld they were encrypted on. If the memory card is inserted in another device, the files appear with a .menc file extension and cannot be opened.*

To disable encryption, clear the *Encrypt files placed on storage cards* check-box.

Note – *Disabling encryption does not remove encryption from any existing files on the memory card, but ensures that new files placed onto the memory card are not encrypted.*

To encrypt files that are already stored on a memory card:

1. Copy the files to the handheld's internal memory or to an office computer.
2. Ensure encryption is enabled on the handheld.
3. Copy the files back to the memory card. The files are encrypted as they are written to the memory card.

To remove encryption from files so they can be read by other devices:

1. Insert the memory card in the handheld and then connect the handheld to an office computer using ActiveSync technology.
2. Copy the encrypted files from the memory card to the office computer.
3. To use the decrypted files on the handheld, copy the files from the office computer to the handheld's main memory.
4. To store the decrypted files on a memory card, ensure encryption is not enabled on the handheld and then copy the decrypted files from the office computer to the memory card.

Installing and removing the SIM card



CAUTION – The plug-in SIM card and its contents can be easily damaged by scratches or bending. Use caution when inserting or removing the card.



CAUTION – The presence of any dust or moisture in the SIM card slot may adversely affect the device and void your Trimble warranty. To prevent dust or moisture entering the SIM card slot:

- Make certain that the SIM card slot door is attached correctly when you are using the handheld outdoors.
- When inserting or removing a SIM card, place the handheld on a dust-free indoor surface.



CAUTION – Static electricity can harm electronic components inside the handheld. To prevent static damage:

- Discharge static electricity from your body before you touch any of the electronic components inside your device, such as a memory module. You can do so by touching an unpainted metal surface.

To insert a SIM card:

1. Turn off the handheld.
2. Remove the battery cover door.
3. Place the handheld face up on a dust-free indoor surface.
4. Remove the SIM card slot door.
5. Insert the SIM card as shown, with the gold contacts face down.
6. Reattach the SIM card slot door and replace the battery door cover.



To remove the SIM card from the SIM card slot, gently press the card in and then let go. The card pops out.

Using the Windows Mobile Operating System

In this chapter:

- [Parts of the screen](#)
- [Using the stylus](#)
- [Status indicators](#)
- [Pre-installed programs](#)
- [Accessing help](#)
- [Entering information](#)
- [Personalizing the handheld](#)
- [Messaging](#)

The Juno series handheld is powered by the Windows Mobile 6 Classic operating system.



This chapter describes the main features of the Windows Mobile operating system.



Parts of the screen

The main parts of the screen are shown below.















Accessing help

To access help, tap  / *Help* or, if available, tap  in the application window. If there is an application running, context-sensitive help for the current screen appears. To view the main Help Contents page, tap the *Contents* softkey in the menu bar.

Help files installed on the handheld work in the same way as a Web page. Tap hyperlinks to navigate around the help and use   to retrace your steps. Tap *View / Contents* to return to the Contents page for the application, and tap *View / All Installed Help* to return to the main Contents page.

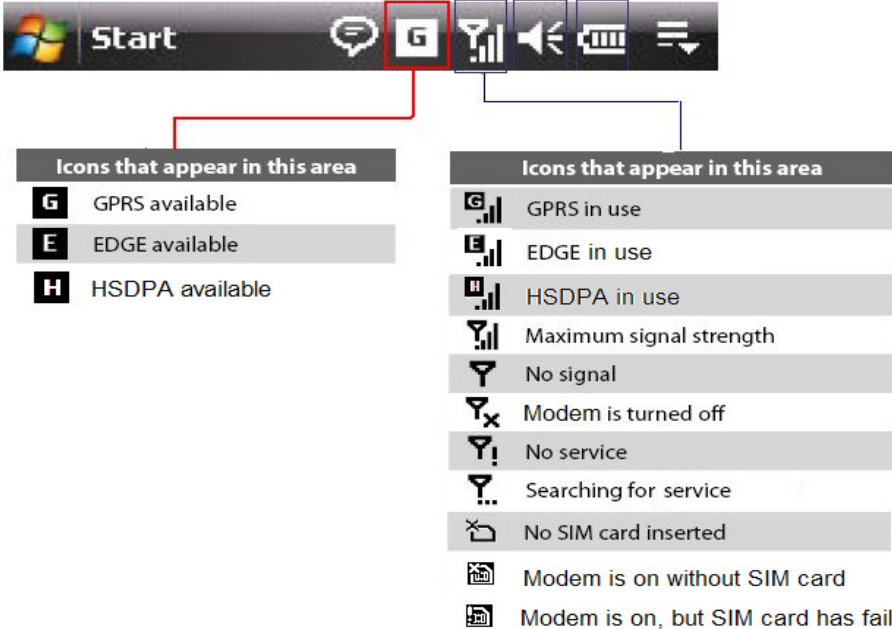
Status indicators

Status indicators that appear in the title bar at the top of the screen are as follows:




Icon	Tap icon to...
	Battery level
	Low battery (10% or less remaining)
	Battery charging/using external power
	Speaker is on
	Speaker is off
	Connected to ActiveSync or the Windows Mobile Device Center (WMDC) on a computer
	Connected to a Bluetooth-enabled phone
	Disconnected from ActiveSync or WMDC
	Disconnected from a Bluetooth-enabled phone
	Wireless LAN radio is on
	A wireless LAN is detected
	Sending or receiving wireless signals












The Wi-Fi  and Bluetooth icons  on the *Today* screen show the status of each radio. Tap the icon to access the Wireless Manager and turn on or turn off the radio.

Modem status indicators



The screenshot shows the Start bar with the Start button, a speech bubble icon, a modem status icon (G), a signal strength icon, a speaker icon, a battery icon, and a menu icon. The modem status icon (G) is highlighted with a red box. Below the screenshot are two lists of modem status icons and their meanings.

Icons that appear in this area	
	GPRS available
	EDGE available
	HSDPA available

Icons that appear in this area	
	GPRS in use
	EDGE in use
	HSDPA in use
	Maximum signal strength
	No signal
	Modem is turned off
	No service
	Searching for service
	No SIM card inserted
	Modem is on without SIM card
	Modem is on, but SIM card has failed

For example, in this case:



GPRS connection is in progress and shows high signal strength;

and in this case:



There is GPRS coverage and high signal strength (data connection is not in progress though).

Note – Tap the Modem Status indicator to access the Modem Control application.

Pre-installed programs

Programs that are pre-installed on the Juno series handheld are as follows:

Program	Function
ActiveSync	Synchronize information between the handheld and a computer.
Adobe Reader LE	View PDF files.
Calculator	Perform basic arithmetic functions.
Calendar	Keep track of appointments and arrange meetings.
Contacts	Keep track of your friends and colleagues.
Excel Mobile	From the Start menu, tap <i>Office Mobile</i> and then tap <i>Excel Mobile</i> . Use Excel Mobile to create and edit Excel spreadsheets.
File Explorer	View and manage files.
Help	View help. If there is an application running, context-sensitive help for the current screen appears. To view the main Help Contents page, tap the Contents softkey in the menu bar
Internet Explorer	Browse the World Wide Web.
Messaging	Write, send, and receive e-mail messages.
Messenger	Send instant messages using Windows Live™ Messenger.
Notes	Create handwritten, typed, or recorded notes.
Office Mobile	Provides access to these Office Mobile applications: Excel Mobile, PowerPoint Mobile, and Word Mobile.
Pictures and Videos	Take, view, and edit pictures, or record and launch video clips.
PowerPoint Mobile	From the Start menu, tap <i>Office Mobile</i> and then tap <i>PowerPoint Mobile</i> . Use PowerPoint® Mobile to view slide show presentations.
Search	Search for a file or item stored on the handheld.
Tasks	Keep track of your tasks.
Windows Live	Access Windows Live services, including e-mail, instant messenger and Internet search.
Windows Media	Play Windows Media® or MP3 audio and video files.
Word Mobile	From the Start menu, tap <i>Office Mobile</i> and then tap <i>Word Mobile</i> . Use Word Mobile to create and edit Word documents.

For more information about using any of this software, refer to the Help for the software. See [Accessing help, page 36](#).

Using the stylus

To interact with the handheld, use the stylus to tap on the touch screen.

Actions you can perform with the stylus are as follows:

Action	Definition
Tap	Touch the screen once with the stylus to open items and select options.
Tap and hold	Tap and hold the stylus on an item to see a list of actions available for that item. On the pop-up menu that appears, tap the action you want to perform.
Drag	Hold the stylus on the screen and drag across the screen to select text and images. Drag in a list to select multiple items.

If at any time the touch screen does not respond correctly to stylus taps, realign it. For more information, see [Screen, page 46](#).

Entering information

Depending on the program you are using, you can enter information in several ways, as described below:

Input method	Description
Synchronizing	Use Microsoft connection management software to exchange information between the handheld and an office computer. For more information, see Chapter 4, Connecting to an Office Computer .
Typing	Use the Keyboard input panel to enter typed text by tapping keys on the on-screen keyboard.
Writing	Use the stylus like a pen to write directly on the screen.
Recording	Create a stand-alone recording or embed a recording into a note.

Selecting an input panel

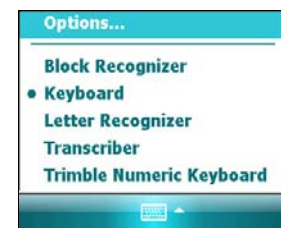
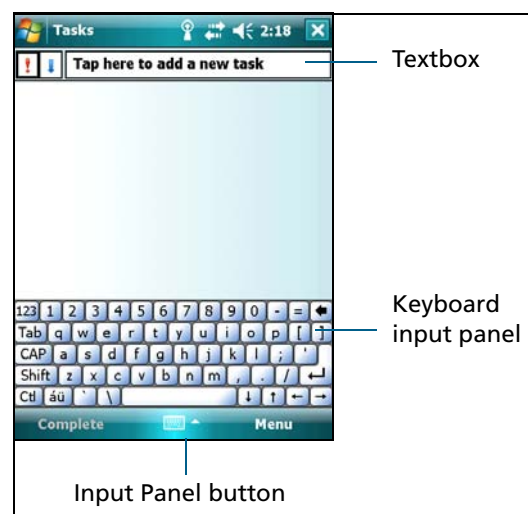
Use an input panel to type or to write on the screen.

The Input Panel button automatically appears in the menu bar of any application.


To display the currently selected input panel, tap a text box in the application, or tap the **Input Panel** button.



To select an input panel, tap the Input Selector arrow next to the Input Panel button and then tap the input panel you want to use:

- To use the on-screen keyboard, tap *Keyboard*.
- To write directly onto the screen and have the handwritten words and symbols converted into typed characters, tap *Letter Recognizer* or another input panel that supports writing on the screen.
- To configure options for the selected input panel, tap *Options*.



Using the on-screen keyboard

To enter characters, use the stylus to tap the keys on the keyboard. When you finish entering text in a field, tap  to accept the text you have entered and then move to the next field.

To enter special characters, tap  to display keyboards containing numbers and symbols. To switch back to the main keyboard, tap  again.

To hide the keyboard, tap the keyboard icon again.



Tip – To make the keys larger, tap the Input Selector arrow and then tap *Options*. In the *Input method* list, select *Keyboard* and then tap **Large Keys**.

Writing directly on screen

When you select Letter Recognizer, you can write individual letters, numbers, and punctuation in the Letter Recognizer input panel and have them converted into typed text.



Tip – For help with writing characters with Letter Recognizer, tap the question mark near the writing area.

When you select Transcriber, you can write anywhere on the screen using the stylus. The Microsoft Transcriber software converts your handwriting to text. You can use it to enter notes in a text editor such as Notes.




Transcriber has a number of tools and modes that allow you to customize how it works. These tools and modes are controlled from the Transcriber keyboard.

For more information, refer to the *Transcriber Help*.

Making a recording

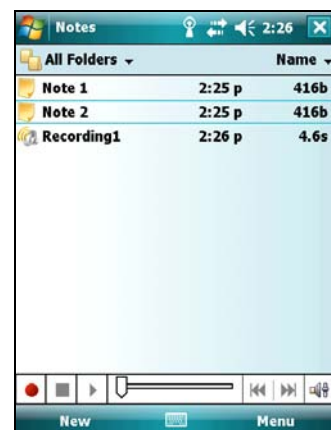
You can create a stand-alone voice note or you can add a recording to a note. Then you can work with voice notes in the same way that you work with notes.

To make a recording:

1. Tap  / *Programs* / *Notes*.
2. Do one of the following:
 - To create a stand-alone recording, in the screen displaying the list of notes, tap the Record button  to begin recording.
 - To add a recording to a note, create or open a note and then tap the Record button  to begin recording.



Tip – If you do not see the Recording toolbar, tap *Menu* / *View Recording Toolbar*.




Note – The Juno series handheld’s microphone is on the front of the handheld, in the keypad area. The microphone will capture voice notes when you are holding the handheld in front of you. In noisy environments, you may need to move the handheld closer to you or to the source of the sounds you want to record.

- When you finish recording, tap the **Stop** button



If you are creating a stand-alone recording, an icon appears in the note list.

If you are recording in an open note, an icon appears in the note. Tap **OK** to return to the note list.

To play a recording, tap the recording in the note list or open the note and then tap the  icon in the note.



Personalizing the handheld

Use the controls in the *Settings* area to customize the handheld. The following examples describe controls that are available.

Buttons


Use the *Buttons* control to assign the action you want to be performed when you press the left or right application key.

By default, these keys perform the same action as the left and right softkeys in the menu bar. Alternatively, program these keys to perform a selected action.

Application buttons can be programmed to perform one of the following types of actions:

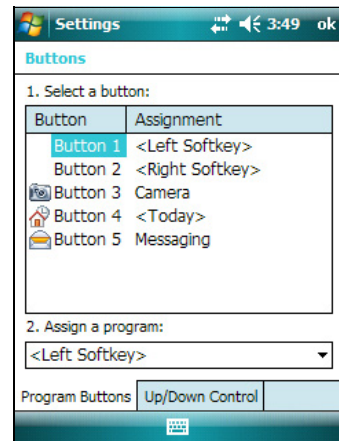
- Run a selected application, for example Messaging or Calendar.
- Act as a software button, for example an **OK/Close** button or a scroll button.
- View a selected screen, or part of a screen, for example return to the *Today* screen or launch the Context menu or Input panel.

To open the *Buttons* control:

- Tap  / *Settings* / *Personal* / *Buttons*.

To specify an action for the button:

1. Tap the *Program Buttons* tab.
2. Tap a button in the list to select it.
3. From the *Assign a program* drop-down list, select the action you want to occur when you press the button or tap the softkey.
4. Tap **OK**.




Today

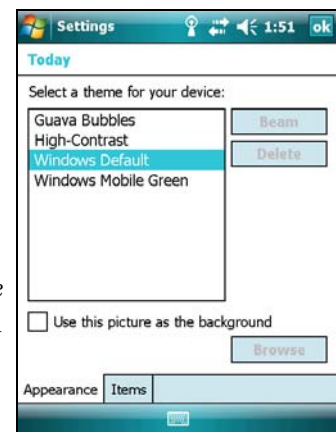
Use the *Today* control to change the display theme that controls the appearance of the *Today* screen, and to customize which items appear on the *Today* screen.

Appearance

You can use a theme to customize the background picture on the *Today* screen, the color of the title and menu bars, menus, and messages.

To change the display theme:


1. Tap  / *Settings* / *Personal* / *Today*.
2. Tap the *Appearance* tab.
3. Do one of the following:
 - To use a predefined theme, select it from the list.
 - To select the picture that you want to display in the *Today* screen background, select the *Use this picture as the background* check box. Then tap **Browse** to search for a file on the handheld.
4. Tap **OK**.

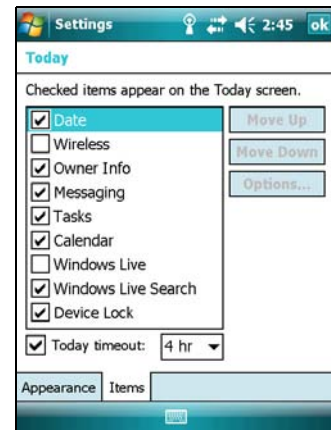


Items


You can choose the items that appear on the *Today* screen, and the order that they appear in.

To change the items that appear on the *Today* screen:

1. Tap  / *Settings* / *Personal* / *Today*.
2. Tap the *Items* tab.
3. Select or clear the check boxes to show or hide the *Today* screen items.
4. Use the **Move Up** and **Move Down** buttons to change where the selected item appears on the *Today* screen.
5. Tap **OK**.



Set the time zone

In the *Today* screen, tap the clock icon . The *Clock Settings* screen appears. Tap the *Time* tab, select the *Home* option and then select the correct time zone.



Device lock


Use the *Device Lock* option on the *Today* screen to lock the screen and keypad while the handheld remains turned on.

To lock the device, tap *Device unlocked* in the *Today* screen. The *Today* screen shows *Device locked*, and *Unlock* appears in the left corner of the menu bar.

Once the handheld is locked, the screen and most of the keys do not respond until the handheld is unlocked. The exceptions are the **Power** key and the **Reset** button, which always respond when pressed.



Communication with external devices such as a GPS receiver, or external sensors used by GPS field software, is not interrupted by locking the handheld. This means that you can keep using the GPS field software when the handheld is locked. For example, you could lock the device so that you can safely transport it between features, while keeping the software connected to the GPS receiver so that you can continue recording GPS positions.

To unlock the device, tap the *Unlock* notification in the left corner of the *Today* screen menu bar and then tap **Unlock**.

You can help to keep your data secure by requiring a password each time the handheld is turned on. Tap  / *Settings* / *Personal* / *Lock* to set a password or to change password settings.

Power

To open the *Power* control, do one of the following:

- Tap the battery icon  in the title bar of the *Today* screen.
- Tap  / *Settings* / *System* / *Power*.

Tap the *Battery* tab to check the battery level (see [Checking the level of battery power](#), page 28).

Tap the *Advanced* tab to set the time before the handheld turns off when idle (see [Suspend mode](#), page 29).

Sounds and notifications

Use the *Sounds & Notifications* control to set preferences for the speaker volume and system sounds. To open the *Sounds & Notifications* control:

- Tap  / *Settings* / *Personal* / *Sounds & Notifications*.

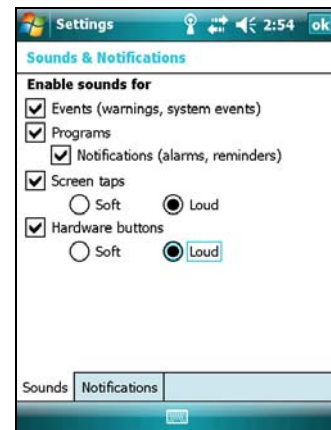
To turn on or turn off sounds:

1. Tap the *Sounds* tab.
2. Select or clear the check boxes to enable or disable categories of sounds.
3. If you select the *Screen taps* or *Hardware buttons* check boxes, select the *Soft* or *Loud* option to control the volume of the sounds.
4. Tap **OK**.

You can use predefined schemes to customize sounds, or you can create your own sound schemes.


To specify a sound scheme:

1. Tap the *Notifications* tab.
2. From the *Event* drop-down list, select an event.
3. Select the type of notification you want to receive for that event.
4. Tap **OK**.



Screen

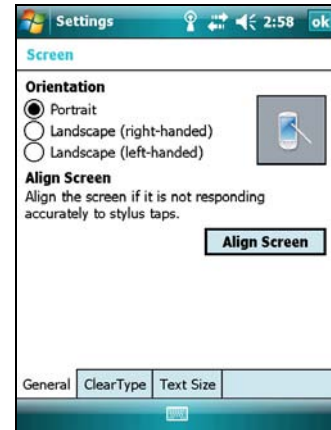
Use the *Screen* control to align the touch screen or to change the appearance of text on the screen. To open the *Screen* control:

- Tap  / *Settings* / *System* / *Screen*.

To change the screen settings:

1. Tap the *General* tab.
2. To change the orientation of the screen, select an option in the *Orientation* group.
3. To start the alignment sequence for the touch screen, tap **Align Screen**.
4. Tap **OK**.

Note – To align the screen at any time, press and hold the **Power** button for 1 second until the Power menu appears and then tap **Align Screen**.



Using ClearType font smoothing can make text easier to read on the screen.

To enable ClearType:

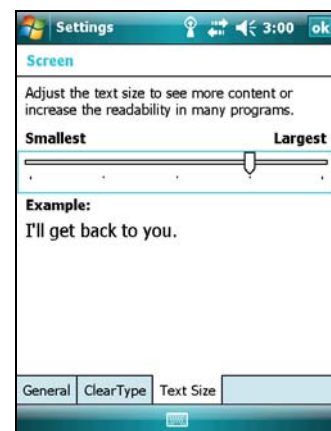
1. Tap the *ClearType* tab and then select the *Enable ClearType* check box.
2. Tap **OK**.

To change the size of text on screen:

1. Tap the *Text Size* tab.
2. Tap and drag the slider control to the left to make text smaller, or to the right to make text larger.

The example text below the slider shows how the text will appear on screen.

3. Tap **OK**.



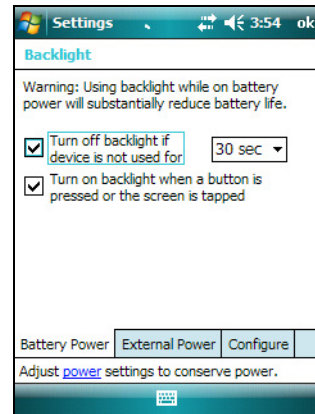
Backlight

The backlight makes the screen easier to read in low light, but uses extra power. Use the *Backlight* control to configure power-saving settings for the backlight. To open the *Backlight* control:

- Tap  / *Settings* / *System* / *Backlight*.

To set the backlight to automatically turn off:

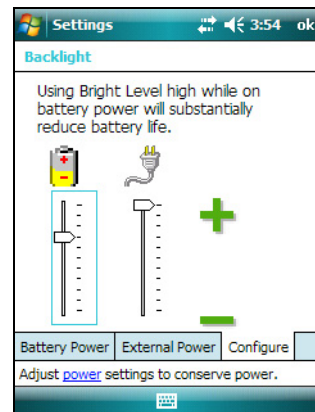
1. To automatically turn off the backlight when the handheld is idle and is using **battery power**, tap the *Battery Power* tab. Select the *Turn off backlight* check box and then select a time from the drop-down list.
2. To automatically turn off the backlight when the handheld is idle and is using **external power**, tap the *External Power* tab. Select the *Turn off backlight* check box and then select a time from the drop-down list.
3. Tap **OK**.



To change the brightness:

1. Tap the *Configure* tab.

The brightness of the backlight can be configured independently for when the handheld is using battery or external power. Use the slider on the left for battery power, and the slider on the right for external power.
2. Tap and drag the slider control downwards to make the backlight darker, or upwards to make the backlight brighter.
3. Tap **OK**.



Messaging

Use Messaging to send and receive e-mail messages using the Juno series handheld. Messaging is the equivalent of your e-mail Inbox.

To use e-mail, you can do one of the following:

- Synchronize e-mail messages with Microsoft Exchange or Microsoft Outlook® on an office computer.
- Send and receive e-mail messages by connecting directly to an e-mail server through an ISP or a network.

Synchronizing e-mail messages

You can synchronize e-mail messages on the handheld and the computer.



CAUTION – When you delete a message on the handheld, it is deleted from the office computer the next time you synchronize the devices.

To synchronize e-mail, you must enable Inbox synchronization in the ActiveSync software. For more information, refer to the *ActiveSync Help* on the office computer.

During synchronization:

- Messages are copied from the mail folders of Exchange or Outlook on the office computer to the Messaging folder on the handheld. By default, you will receive messages from the past 3 days only, the first 100 lines of each message, and file attachments of less than 100 KB in size.
- E-mail messages in the Outbox folder on the handheld are transferred to Exchange or Outlook, and then sent from those programs.
- E-mail messages in subfolders in other e-mail folders in Outlook are synchronized only if they were selected for synchronization in the ActiveSync software.

To send and receive e-mail for a synchronized Exchange or Outlook account, connect the handheld to the office computer. Synchronization automatically begins, and the handheld sends and receives e-mail.

Connecting directly to an e-mail server

In addition to synchronizing e-mail messages with an office computer, you can send and receive e-mail messages by connecting to an e-mail server.


Before you can send and receive e-mail, you must create an e-mail account in the Messaging software.

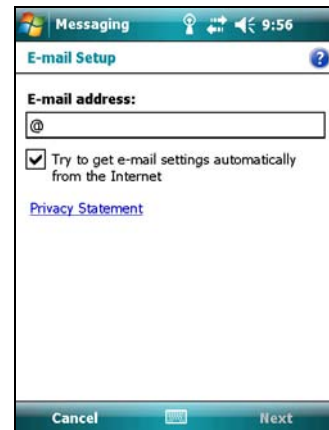
Note – You must set up an Internet connection on the handheld before you can set up and use your e-mail account. For more information, see [Connecting to a wireless LAN access point, page 76](#), [Connecting to a cellular network from the modem, page 77](#), or [Connecting to a Bluetooth-enabled phone for Internet access, page 82](#).

If you need to connect to different mailboxes, set up and name a different service for each connection.

Note – The Messaging software supports only the POP3 and IMAP4 protocols for incoming mail, and SMTP for outgoing mail.

To set up a mail service:

1. Tap  / *Messaging*.
2. Tap *New E-mail Account*.
3. Enter the e-mail address for your account.
4. To automatically get connection settings for your e-mail account from the Internet, select the check box.
5. Tap **Next**.
6. Follow the steps in the Setup wizard. If the connection settings are not automatically downloaded from the Internet, you must enter them using the connection details supplied by your ISP or network administrator.



Note – You cannot change the account name later.

7. Tap **Finish**.
8. Tap **OK** to download mail immediately.



Tip – To receive TerraSync data files by e-mail, edit the settings for the e-mail account you have set up. To do this, tap **Menu** and then select *Options*. In the *Accounts* tab, tap the e-mail account you want to use to receive TerraSync files. The *E-mail Setup* wizard appears. Tap **Next** until you reach the last page of the wizard. From the *Message download limit* drop-down list, select **Entire message**.

When you connect the handheld to the e-mail server, new messages are downloaded to the Messaging folder, messages in the Outbox folder are sent, and messages that have been deleted on the e-mail server are removed from the Messaging folder.

Messages received directly from an e-mail server are linked to the e-mail server rather than an office computer. When you delete a message on the handheld, it is also deleted from the e-mail server the next time you connect the handheld to the e-mail server.

You can work online or offline. When working online, you read and respond to messages while connected to the e-mail server. Messages are sent as soon as you tap **Send**, which saves space on the handheld.

When working offline, you can disconnect from the e-mail server after you download new message headers or partial messages and then decide which messages to download completely. The next time you connect, Messaging downloads the complete messages you have marked for retrieval and sends any messages that you have written.